GOVERNMENT OF INDIA
FINANCE AND COMMERCE DEPARTMENT.

THE

CIVIL SERVICE REGULATIONS

EMBODYING

THE CIVIL PAY AND ACTING ALLOWANCE; LEAVE; PENSION; AND TRAVELLING ALLOWANCE REGULATIONS.



Second Edition, corrected up to 1st May 1892

CALCUTTA
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FINANCE AND COMMERCE DEPARTMENT.

The 1st May 1892.

The Second Edition of the CIVIL SERVICE REGULATIONS is now published. From this date the First Edition of these Regulations will be superseded, and should no longer be quoted. For convenience of reference the numbering of the Articles in the First Edition has been retained.

J. F. FINLAY,

Secretary to the Government of India.

GENERAL ARRANGEMENT.

[*For detailed arrangement of subjects, see the following pages.*]

N.B.—Reference tables connecting the present rules with those they supersede will be found after Part XIII.

GENERAL ARRANGEMENT OF CHAPTERS.

Part I.—PRELIMINARY.

GENERAL ARRANGEMENT

THE

CIVIL SERVICE REGULATIONS.

PART I.—PRELIMINARY.

Chapter I.—General Scope.

Extent of Application.

1. No standing order [illegible] be quoted or trusted in deciding or [illegible] ecting the Pay and Allowances, Leav [illegible] officers the conditions of whose service are not defined by the Army and Marine Regulations If any officer thinks that any order not embodied in these Regulations ought to be revived, he should refer the question, through the proper channel, to the Government of India Without the special authority of the Government of India no such order is valid

2. The rules which apply to the ordinary Civil Establishments of the State apply also to officers employed under the Military and Marine Departments and under Local Governments whose service does not *qualify* under the Army or Marine Regulations The rules in Part VII apply to all officers in the service of the British Government

Substitute the following for the first sentence of this article —

The Travelling Allowance Regulations in Part XI apply to all officers in Civil employ, except the following officers of the Royal Indian Marine, namely, officers [illegible] utive officers and engineers, warr [illegible] crews of vessels The rules apply [illegible] specified above are contained in Appendix No 20 (7?)

Orders applicable to Particular Individuals.

4 (*a*) Orders which apply only to particular individuals named in them are not included in these Regulations, and will remain in force apart from them.

(*b*) Otherwise the claims of persons now in the Civil Service of the Government will be determined only by these Regulations

Right of Changing or Interpreting Rules.

5 The Government of India reserves to itself the right of changing the Pay and Acting Allowance Rules from time to time at its discretion, and of interpreting their meaning An officer's claim to pay and allowances is regulated by the rules that may from time to time be in force

6 (a) The Government of India reserves to itself the right of modifying [illegible] time to time seem to it [illegible] te [illegible] the Secretary of State is a party, (1) provision is made for the exercise by the Government of these rights

NOTE (1) —[The despatch from the Secretary of State announcing this is No 16 dated 3rd January 1879 see also note (1) under Article 7]

(c) An officer's claim to leave is regulated by the rules in force at the time that the leave is applied for and granted

7 (a) The Government also reserves to itself the right of changing the Pension Rules from time to time at its discretion, and of interpreting their meaning An officer's claim to pension is governed by the rules in force at the time when he resigns or is discharged from the service of Government · he is not entitled to concessions withdrawn before, or made after, his resignation or discharge

[illegible]

See also note under Art cle 881 (e)]

NOTE (2) —The following extract from a Resolution of the Government of India No. 4853, dated 4th December 1881 relates to the exercise of the right reserved in Articles 5 to 7 to alter

(b) The general purport of this rule is inserted by the Secretary of State in all Covenants for Service in India, to which conditions relating to *Pension* are attached

(c) In accordance with the principle laid down in clause (a) the claims of persons who have already left the service of Government must be determined by the rules which were in force at the time they left it. These Regulations do not necessarily apply to them.

Chapter II.—Definitions.

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8. Unless there be something repugnant in the subject or context, the terms defined in this Chapter are used in the Regulations in the sense here explained. When these terms are, in the Regulations, printed in italics, it is meant that the rule cannot be fully applied without reference to the definition

9 **Absentee** means an officer absent from an appointment on which he has a lien, either on leave or on deputation to another appointment, whether permanent or temporary, or on special duty unconnected with his own appointment, or on joining time during transfer to another appointment, or under suspension

10 **Accountant General** includes "Comptroller General" and "Comptroller"

11. **Active Service** includes, besides time spent on duty in India—

(i) Privilege leave of absence, including the corresponding leave (called "Short Leave on Private Affairs" and "Leave on Private Affairs") under the Covenanted Service Leave Rules in force before the 1st July 1868

(ii) Subsidiary leave of absence, inc[illegible] "Special Leave") under the C[illegible] before the 1st July 1868, and [illegible] "Preparatory Leave") under [illegible] Rules

(iii) Time spent on the voyage to India by an officer who is recalled to duty before the expiry of any recognised leave out of India, and (if within a year from the date on which he can be spared, the officer takes the unexpired portion of the leave from which he was recalled) the time spent on the return voyage to Europe

(iv) And, for purposes of pension, period of absence from India on duty of an officer deputed or detained out of India on duty

NOTE—[An Officer recalled to duty before the expiry of leave in India, other than Privilege Leave is treated as on duty from the date on which he starts for the station to which he is ordered]

12 (a) In the case of a Member of the Indian Civil Service Active Service includes also—

(i) the interval between the date of an officer's first arrival in India and the date on which he joins his first appointment,

NOTE—[If an officer does not join his first appointment within the joining time allowed him,

the interval between the end of such joining time and the date on which he actually joins is not Active Service]

(ii) Time passed in India, out of employ on Subsistence Allowance, but not on Furlough.

NOTE —[See Chapter IX, Article 207]

(iii) Leave of Absence on urgent private affairs granted before the 3rd January 1863

1 Examination leave of absence is also Active Service, provided that not more than twelve months of such leave can be so reckoned to any officer, and that leave granted under clauses (c) and (d) of Article 314 is not reckoned as Active Service, unless the officer passes the examination for which the leave is granted

2 One year of leave of absence on medical certificate was reckoned as "Residence" under the Covenanted Service Leave Rules in force before the 1st July 1863 This is not reckoned as Active Service

(iv) The period not exceeding eight months spent in Russia in studying the Russian language counts as service for pension, but not as service for furlough

(b) The "Active Service" of a Statutory Civil Servant is defined in Section 1 (a) of the rules under Article 626.

13. In the case of a Military Officer subject to the Civil Leave Rules, "Active Service" for the purpose of calculating the amount of leave admissible under these Regulations commences from the date of first substantive appointment in the Civil Department, or from the date of completion of three [illegible] the Civil Department, whichever may [illegible] Royal Engineers, who was in civil emplo[illegible] elected for Continuous Service in India, counts Active Service from the date of his election.

1 For the purpose of determining whether leave may be granted to such an officer and the amount of the leave allowances Continuous Service and Active Service include any previous service which would be treated as such under these Regulations

2 Article 12 (a), clauses (ii) and (iii) above, apply to Military Officers subject to the Civil Leave Rules

14. The "Active Service" of a Chaplain is defined in Article 637.

15. Actual Travelling Expenses.—When used in the Travelling Allowance Regulations the term "Actual Travelling Expenses" means the actual cost of locomotion for an officer himself, his servants, and personal luggage, including charges for ferry and other tolls, and for carriage of *camp equipment* (when necessary); but not including charges for hotels, dâk bungalows, or refreshments, or for the carriage of stores or conveyances, or for presents to coachmen, nor any allowance for such incidental losses or expenses as the breakage of crockery, the wear and tear of furniture, the entertainment of additional servants and the like.

16. Appointments are said to be in the same "Class" when they are in the same Department, and bear the same designation, or have been declared by the Government of India to be in the same class Appointments in the same Class are sometimes divided into "Grades" according to pay.

NOTE —[Appointments do not belong to the same Class or Grade unless they have been so constituted or recognised by proper authority There are no Classes or Grades of Ministerial officers, a Ministerial officer therefore may be appointed to act for another Ministerial officer in the same office whose pay is higher than his own]

Definitions

17. **Audit Officer** means the Account and Audit Officer, whatever his official designation, in whose circle of audit a public servant is serving or (in respect to verification of service) has served, *i e* —

For service in an ordinary civil establishment—the *Accountant General*
[illegible]

18 (*a*) **Average Salary** for the purposes of the European Service Leave Rules in Part III means the salary which an officer has earned during so much of his *Continuous Active Service* as is within the three years preceding the day on which he gives up office Provided that neither Subsidiary leave nor any period during which an officer has been out of employ in India otherwise than as a penalty for misconduct, shall be included in *Active Service* for the purposes of such calculation

(*b*) For the purposes of the Indian Service Leave Rules in Part III means the average salary calculated for so much of the three years immediately preceding the day on which the officer gives up office as he has passed on duty, or on Privilege Leave

NOTE (1) —[For the purposes of the calculation of Average Salary Privilege Leave in case of regular vacations on half pay granted under Chapter XII Articles 306 to 311 shall be treated as if it were on full pay]

NOTE (2) —[If the period spent by an officer on special duty in England is allowed to count for leave it is included in the calculation of average salary on the assumption that the officer *drew full salary* Otherwise *it is excluded in calculating average salary*]

19 **Barrister** means a practising Barrister of England or Ireland and a practising Member of the Faculty of Advocates of the Court of Session of Scotland It does not include a person who, though a Barrister, has never practised the profession of Barrister

20 **Calendar Month** —Whenever it is necessary to calculate a period in 'Calendar months,' the period ends either on the day of the month corresponding with the day before the day on which it begins, or, if there is no such corresponding day in that month, then on the last day of the month

Examples

A period of six Calendar months beginning on the—	ends on the—
28th February	27th August
31st March or 1st April	30th September
29th August	28th February
30th August to 1st September	last day of February
A period of three Calendar months beginning on the—	
29th November	28th February
30th November or 1st December	last day of February

21 **Camp Equipment or Equipage** — 'Camp equipment " includes tents and the requisites for pitching and furnishing them "Camp equipage" means the apparatus for moving a camp

22 **Chaplain** —When used in the Travelling Allowance Regulations the term " Chaplain ' includes any Minister of religion, whether in Government service or not, performing under proper authority the duties of a Chaplain

23 **Civil Medical Officer** is a Medical Officer not being a Commissioned

Medical Officer, or an Assistant Surgeon, or a member of the Subordinate Medical Department as constituted under G G O in the Military Department No 550, dated 5th June 1868, or a member of the Subordinate Medical Service as constituted under the Resolution in the Home Department, No 16, dated 9th January 1878

24. **Class and Grade.**—(*See* "Appointments," Article 16)

25. **Consolidated Pay** includes Military Pay and Allowances or Staff Corps Pay, which cannot be separately drawn.

26. **Continuous Service** and **Continuous Active Service** mean the Service and *Active Service* of an officer since his last return from Furlough or Extraordinary leave lasting more than three months, or, if he have not had such leave, since the beginning of his Active Service No leave may be included in Continuous Service, except Privilege leave and Special leave And in the case of a Royal Engineer who has elected for Continuous Service in India, furlough on urgent private affairs under Rule XI of the Rules of 1868

NOTE —[See Chapter XI, Article 263]

1 Examination leave may also be included unless the officer have already had twelve months such leave or in the case of leave granted under Clauses (*c*) and (*d*) of Article 314, unless the officer have failed to pass the examination for which the leave was granted

27. **Count.**—*See* "Qualify," Article 55.

28. [*This Article has been cancelled*]

29. **Day.**—When used in the Travelling Allowance Regulations the term "Day" means a Calendar day, beginning and ending at midnight But this definition is subject to the proviso (see Articles 1154 and 1155) that a total absence from head quarters of less than twenty-four hours is not counted as two days.

30. **Extraordinary Leave** means Special Furlough granted under Rule 8 of the Military Furlough and Leave Rules of 1875, Leave without allowances granted under Article 372 of the Indian Service Leave Rules, and Leave of absence from duty granted (see Chapter XIII, Article 366) otherwise than under the Leave Rules

Example—Leave in extension of the three years admissible under Article 344 of the European Service Leave Rules in Part III

31. **Family.**—When used in the Travelling Allowance Regulations "Family" includes the wife and legitimate children and step children of an officer residing with and wholly dependent on him It also includes a mother or an adult sister residing with, and wholly dependent on, the officer, if he is unmarried or a widower.

32. **First Appointment.**—"First appointment" includes the appointment of a person not at the time holding any appointment under Government even though he may have previously held such an appointment

33 **Foreign Service** means service under a Native State, Municipality, Port Trust, Court of Wards, or other body financially independent of the Government of India

34. **General Revenues** for the purposes of pension includes Provincial Revenues and the Revenues of Berar, also, the Revenues of Mysore so far

Definitions

as regards service rendered in Mysore before the 1st October 1882, by civil and military officers who either had a status in the service of the British Government apart from their particular employment in Mysore, or having no such status were employed in Mysore when under British administration, and transferred to British service proper before that date

NOTE.— The service in Mysore of civil and military officers as above described became "Foreign service" on the 1st October 1882]

35 **Grade and Class**.—(*See* "Appointments," Article 16)

36. **Gratuity**.—(*See* "Pension," Article 50)

36A **Indian Civil Service**.—The expression Indian Civil Service shall mean the service heretofore known as the Covenanted Civil Service

37. **Lien on Appointment**.—When an officer is said to have a lien on an appointment, it is meant that the right of such an officer to resume on return to duty a substantive or an acting appointment on which he has a lien is subject to the same condition of conformity with the interest of the public service as the tenure of the appointment is An officer may have a lien on an appointment without having actually joined it

38. (*a*) **Local Allowance**.—A "Local Allowance" is an allowance not specially declared to be "Pay" or "Salary" given to an officer of Government in addition to *pay* or *salary*, either for duties which do not properly belong to his office, or in consideration of exceptional local circumstances, such as the unhealthiness or expensiveness of the locality or duty, or the specially arduous nature of the work

(*b*) Subject to the provisions of Articles 78 and 300 to 305 a Local Allowance is paid in full to the officer actually present on duty, and is not taken into account in calculating leave allowances or *pension*

39. (*a*) **Local Fund**.—When revenue derived from special sources is devoted to special objects, and not to the general purposes of the Administration, whether Imperial or Provincial, the revenue so devoted forms a 'Local Fund"

(*b*) An "Incorporated Local Fund" is a Local Fund the receipts of, and disbursements from, which are incorporated in the Public Accounts

(*c*) An "Excluded Local Fund" is a Local Fund the receipts of, and disbursements from, which are not incorporated in the Public Accounts The following are the Excluded Local Funds —

Municipal Cantonment Port, Town and Station Funds Educational Dispensary Hospital, [illegible] Police Remount Funds The Persian Famine Relief

4

No. 7.

Page 7.

Article 40

Insert the following NOTE *under the sixth line of this Article* —

[illegible] uthorised to make officers appointed [illegible] 17th May 1892)

(*b*) And, as regards officers under their orders, excepting officers appointed directly by the Government of India, the term includes—

The Director General of the Post Office of India,
The Surveyor General of India,
The Commissioner of Northern India Salt revenue,
The Inspector General of Ordnance, Bengal,
The Commissaries General Eastern and Western Circles, Bengal,
The Director General of Telegraphs,
The Inspector General of Military Works, and
The Director General of Railways

(*c*) The following officers exercise the powers of a Local Government under the Pension and Pension Procedure Rules in respect to all their subordinates who are not appointed directly by the Government —

The Director of the Indian Marine,
The Inspectors General of Ordnance, Madras and Bombay, and
The Commissaries General, Madras and Bombay

(*d*) In respect to officers of the Indian Marine the Director of the Indian Marine also exercises the powers of a Local Government for the purposes of Articles 176 and 177 in Part II, Rules regarding Pay and Allowances

NOTE—[Managers of State Railways have powers to decide finally, and without further [illegible]

(2) That the case disposed of does not involve more than a single payment nor an expenditure exceeding R100]

41 (*a*) The Government of India exercises in each Department in respect to officers serving under it, and not under any *Local Government*, the power of a *Local Government* under the following rules —

Part II —Rules regarding Pay and Allowances limited in the case of Chapter IV to the provisions of Article 99A
Part III —Leave Rules
Part IV —Pension Rules Articles 486, 486 (*c*), 486 (*d*), 503 (*a*), and 507
Part IX —Procedure relating to leave
Part X —Procedure relating to Pension, Articles 990, 993 and 994
Part XI —Travelling Allowance Regulations, except under Articles 1089 to 1091 and 1251

(*b*) The Government of India in the Public Works and Military Departments exercises the powers of a Local Government under Article 998 of Part X, Pension Procedure Rules

(*c*) The powers of the Revenue and Agricultural Department of the Government of India under this Article, in respect of officers employed in the Forest Survey Branch, the Imperial Working Plans Branch, and the Forest School at Dehra Dun have been delegated to the Inspector General of Forests

42 (*a*) Military Officers —" A Military Officer subject to the Civil Leave Rules" means a Military Commissioned Officer in permanent Civil employ (not being a *Warrant Officer*), who is not subject to the Military Furlough Rules of 1854 or 1868

Definitions.

(b) All Military Officers in permanent Civil employ who entered the Staff Corps or the Indian Medical Service after the 31st December 1875, or were subject, previous to their entering Civil employ, to the Leave Rules promulgated by Army Circular dated 30th April 1886, and Royal Engineers in the Public Works Department (excluding the Military Works Branch) and the Survey Department who have elected for continuous service in India, are "subject to the Civil Leave Rules."

(c) "A Military Officer subject to the Military Leave Rules" means a Military Commissioned Officer in permanent Civil employ (not being a *Warrant Officer*) who is subject to the Military Furlough Rules of 1854 or 1868, or a *Warrant Officer*. Such an officer is not included in the term "an Officer" used in the Leave Rules.

(d) All Military Officers who were in Civil employ on the 30th December 1875, and have been since continuously in such employ, are "subject to the Military Leave Rules," excepting any who may have elected the Rules of 1875, before the 7th December 1877

(e) The term "all Military Officers" means both Military Officers subject to the Civil Leave Rules, and Military Officers subject to the Military Leave Rules

1 A Military Officer in the Military Secretariat of the Government of India, Madras, or

43. Ministerial Officer means an officer, whether his appointment to the service is gazetted or not, whose duties are not of an administrative or executive character, but who is employed as a member of an office establishment.

Examples—A Registrar, an Accountant or a Clerk is a Ministerial officer. A Tahsildar, a Police Inspector or Constable, or a Teacher in a school is not a Ministerial officer.

44 [This Article has been cancelled]

45. Native of India means any person born and domiciled within the dominions of Her Majesty in India, or within the territories of Indian Princes tributary to, or in alliance with, Her Majesty, of parents habitually resident in India, and not established there for temporary purposes only.

46. Officer.—In the Leave Rules, "an officer" means an officer of any class to whom leave of absence from duty may be granted under these Regulations, and does not therefore include "a Military Officer subject to the

Page 10. Article 47.

Insert the words "Article 115 or" between the words "der" and "Chapter" in the second line of clause (c).

Articles 43—47.

an officiating but not a substantive appointment (*But see Rule 2 under Article 42*)

(*c*) "Salary" means the sum of pay and acting allowance, or charge allowance under Chapter VIII

1 Personal Allowance is treated for the purposes of calculating Leave Allowances and Pen- [illegible] d to hold con- [illegible] cal Warrant of [illegible] the allowances received by him in such appointment are part of his salary [illegible] r Travelling Allowances whether daily, [illegible] legraph Masters under Public Works [illegible] gust 1889, is included in salary for the purpose of calculating the leave allowances of such officers

NOTE —[These definitions do not necessarily apply to the Statutory Rules under Articles 600, 632, etc]

48 The "**Pay of an Appointment**" means the pay which any particular officer would receive monthly if he held the appointment substantively

Examples (1) —The allowances of an officer acting in an appointment the pay of which is subject to increase upon the passing of an examination or upon the completion of a certain period of service are calculated upon the pay which he would from time to time receive, if he held the appointment substantively

(2) —The allowances of an officer acting in an appointment the pay of which has been reduced with effect from the next succession thereto, are calculated upon the reduced pay

49.(*a*) The "**Pay of an Officer**" is, in the case of an officer with a substantive appointment,—the amount which he would receive, monthly, under any of the following designations, in his substantive appointment —

Substantive Pay,
Consolidated Pay,
Military Pay and Allowances and *Staff Salary*,
Staff Corps Pay and *Staff Salary*

(*b*) In the case of an officer without a substantive appointment,—his monthly Subsistence Allowance (if a Member of the Indian Civil Service, a Statutory Civil Servant, or a Military Officer subject to the Civil Leave Rules), and his Military Pay and Allowances or Staff Corps Pay (if a Military Officer subject to the Military Leave Rules).

50. **Pension** —Except when the term "Pension" is used in contradistinction to Gratuity, "Pension" includes Gratuity

51. **Pensionable Office or Pensionable Service.**—Service is said to be "Pensionable" when it qualifies and an office is said to be "Pensionable" when service therein counts

52 **Port Officers** —For the purposes of the Travelling Allowance Regulations "Senior Port Officers" are—

(i) The Port Officers of Calcutta, Madras, Bombay, Rangoon, Karachi, Aden, Akyab, and Maulmain
(ii) The Assistant Port Officers at Madras and Bombay

All other Port Officers are included in the term "Junior Port Officers"

53. **Progressive Appointment** means an appointment the pay of which is progressive, and **Progressive Pay** is pay which, subject to the good beha-

viour of an officer, rises, by periodical increments, from a minimum to a maximum

NOTE.—[For brevity's sake a Progressive pay is described by three groups of figures namely, the minimum the increment and the maximum]

Example —A pay of R100-20 200 means a pay rising from R100 by a yearly increment of R20 to R200

54. Public Conveyance.—"Public Conveyance" means a train, steamer, or other conveyance which plies regularly for the conveyance of passengers the term includes such conveyances as the "express" tongas plying between Simla and Kalka, and palanquins plying in connection with the Pathankot-Dalhousie dhuli dak.

55 Qualify.—"Qualify" and "Count" mean qualify and count for pension from the *General Revenues* or for leave of absence, as the case may be

56 Rule of Proportions.—When pension or leave allowances are said to be chargeable to several accounts according to the "Rule of Proportions," the meaning is that the charge should be debited to such several accounts in the proportions in which, in the case of pension, the aggregate pay drawn by the officer during the whole of his qualifying service has been paid from them, or in the case of leave allowances, the aggregate salary drawn by the officer during the portion of his service immediately preceding the beginning of his leave which is taken into account in calculating the leave granted to him was charged to such several accounts.

57. Salary.—(*See* "Pay and Salary," Article 47)

58. Staff Salary is an allowance to a Military Officer in addition to the Military Pay and Allowances or the Staff Corps Pay of his rank

NOTE.—[The following allowances are not treated as staff salary —Command allowance of all convalescent depôts of depôts of British troops of all stations and forts (Assirghur excepted) not being brigade commands; and the salaries of Staff Officers of stations and convalescent depôts and of Superintendent of Bazars]

58A. Statutory Civil Servant—A Statutory Civil Servant is a Native of India who was appointed under Notification No 1534 of the Government of India, Home Department, dated the 22nd August 1879, to an office, place or employment referred to in Section 6 of 33 Vict, Cap 3

59 Warrant Officer.—(*a*) "A Warrant Officer" includes every Warrant Officer, to whichever Military Furlough Rules he may be subject, and whether he hold an Honorary or Veteran Commission or not

(*b*) The grades of Warrant Officers are—

1st class	.	Deputy Commissary Assistant Commissary Deputy Assistant Commissary
2nd class	.	Conductor Sub-Conductor

Of the Subordinate Medical Department, Senior Apothecaries rank as 1st class Warrant Officers (*Army Regulations, Vol I, Articles 852 and 853*)

Part II.—RULES REGARDING PAY AND ALLOWANCES.

GENERAL ARRANGEMENT

PART II.—RULES REGARDING PAY AND ALLOWANCES.

Chapter III.—General Rules for regulating Allowances.

Conditions of Age and Health.

60 *No person may be appointed to a superior grade in the public service in India without a certificate, by a Commissioned Medical Officer, or by a Medical Officer in c* ... case of a candidate for employment in a St ... This certificate must be annexed to the f ... f the officer. A similar rule is enforced by the Secretary of State in the case of persons selected by him for service in India

The *Local Government* may, in any individual case, on public grounds, dispense with the production of the certificate required by this rule

61 The certificate should be in the following form with suitable modifications —

62 If an officer, who is appointed on a pay not exceeding fifty rupees, cannot conveniently appear before a Commissioned Medical Officer or a ... other Officer who need not even be a medical man

No medical certificate is necessary upon an officer being promoted from Inferior to Superior service, even though the officer while in Inferior service may have been paid from a *Local Fund*

63 A person, whose age exceeds twenty five years, may not ordinarily be

admitted into the service of the State (see orders printed as Appendix No 1). The ordinary limit is extended to thirty years in the case of a person appointed to a Judicial Office, and to twenty-eight years in the case of —

(i) Assistant Surgeons in the Bengal Presidency who had taken a

No 30.

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Article 63.

Insert the following as a note under this article .—

NOTE —[This article does not apply to the employment in civil capacities of reservists pensioners of the Native Army] (30) (Official Diary No 610 of 1893)

64. Unless it be otherwise provided by special rule or contract, the salary of an officer begins when he takes charge of the appointment in respect of which it is earned

nged while he
, an officer is
provided that
s new substan-
g it, from the
on which the

substantive office becomes vacant.

65. Subject to the provisions of the Subsidiary leave rules in Chapter XIII, Articles 352 to 365, the first day of an officer's leave is the first day on which he has not charge of his office after noon, and the last day of his leave is the last day on which he has not charge before noon.

66. An officer may leave India, or return to India, by any port, but his Furlough or Special leave begins on, and includes, the day of the vessel's departure from the port where he first meets it, and ends on the day before its arrival at the port where he last quits it

Example —The furlough or special leave of an officer *sailing from Calcutta in a vessel* which touches at Madras, begins on the departure of the vessel from Calcutta, and not from Madras

Charge of Office.

67. Unless, for special recorded reasons, the authority under whose *orders* the transfer takes place, permits or requires it to be made in any particular case, elsewhere, or otherwise, the charge of an office must be made over at its head quarters, both the Relieving and the Relieved Officers being present. If the charge is transferred after noon, the transfer does not affect allowances until the next day.

1. In the Madras Presidency the Collector may authorise transfer of charge of a Subdivisional Office in his District at a place other than the head quarters of the Division, and the Inspector General of Police, Madras, has similar power in respect of Police officers serving under him

General Rules for regulating Allowances.

68. As a general rule, and subject to any special orders to the contrary in particular cases, the head-quarters of an officer on the staff of a Government, as, for instance, a Secretary to a Government, the Surgeon General with the Government of India, or a clerk in a Government Secretariat, are the head-quarters, for the time being, of the Government to which he is attached.

69. The head-quarters of any other officer are either the station which has been declared to be his head-quarters by the authority which appoints him, or, in the absence of such declaration, the station where the records of his office are kept.

70. If an officer is authorised under Article 67 to make over charge of an office elsewhere than at its head-quarters, any joining time to which he may be entitled shall be reckoned from the place at which he actually makes over charge.

Leaving Jurisdiction.

71. No officer (other than a Police officer acting within his legal powers) is entitled to pay or allowances for any time he may spend beyond the limits of his charge without proper authority, as defined in the following Articles.

72. The sanction of his immediate superior is sufficient authority for any officer or subordinate proceeding on duty beyond the limits of his charge, but within those of the jurisdiction of such superior.

No 76.

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Article 73.

After the word "chargeable" *in line 4 of this article insert the words* "wholly or partially", *and before the word* "chargeable" *in line 5 insert the word* "wholly" (76)

pass pay and allowances [illegible]
for any period during which he may be absent from his jurisdiction [illegible] to any member of his Personal or Secretariat staff. Such an order is, with reference to the Statute 3 & 4, Will. IV, Cap 85, s. 79, a sufficient authority to the *Accountant General* for assuming that the absence is on the known actual service of the Government.

Promotion during Leave.

76. If an officer, while absent on "short leave" during which the amount [illegible] substantive or officiating rank or [illegible] sent on duty, obtains promotion, [illegible] *pay* or acting allowance which in- [illegible] duties or responsibilities, the pro-

motion or increase has effect at once. Otherwise, the promotion of an absent officer has effect only from the date of his return to duty.

Personal Allowances.

77. Unless in any case it is specially ordered otherwise, a personal allowance should be reduced by any amount by which the recipient's *pay* or *salary* may be increased, and should cease as soon as his *pay* or *salary* is increased by an amount equal to his personal allowance.

Local Allowances.

78. So much of a *local allowance* as is not paid to a substitute may be drawn by an office

for a period not

officer is not entit

This rule applies also to an officer in receipt of Presidency allowance at a Presidency town who is absent from the Presidency town on duty connected with his office, but an officer in receipt of house rent at a Presidency town may, during absence from the Presidency town, whether on other duty or on duty connected with his office, continue to draw his house rent, provided the term of his absence does not exceed two months, exclusive of the months of departure and return; if the absence exceeds this term, the house-rent is not admissible for any part of the absence. A claim to house-rent under this Article must be supported by a certificate by the officer that his previous rate of expenditure for a house at the Presidency town continued during his absence

1—Members of the Signalling Establishment of the Telegraph Department at Rangoon, who receive house rent at that place, are permitted, during periods of absence on deputation to Elephant Point for not more than two months, to draw their house-rent at Rangoon, on furnishing the *certificate prescribed in the foregoing Article*

Acting Allowances under Local Funds, etc.

79. No acting allowances paid from a Local Fund, or from any other sources under the control of any Government officer, shall, without the express sanction of the Government of India, exceed what would be admissible

1—An officer who is *lent to Foreign Service* is not considered as holding a "substantive appointment in Foreign Service" for the purposes of this Article. Such an officer cannot return to acting service under the British Government without reverting to his substantive (British)

office, the *locum tenens* of this office thereupon falling back upon acting allowances and ceasing to hold a "provisional" appointment under Article 109 or a "sub *pro tem* appointment" under Article 110

Salaries of Natives of India.

80. When a *Native of India* is appointed to an office which has been usually filled by a member of the Indian Civil Service, or of the Staff Corps, or by nomination in England, or otherwise with the specific approval of the Secretary of State, his *salary* should, in the absence of special orders to the contrary, be two-thirds of that assigned to the European.

NOTE (1) —[In the case of appointments usually filled by members of the Indian Civil Service, the two-thirds is more accurately described as 64 per cent., thus :—

	R
Full salary	100
Deduct four per cent. for annuity—net salary	96
Two-thirds of net salary	64

NOTE (2) —[In a Despatch No 90 (Public), dated 14th October 1886 the Secretary of State [illegible]

Advances and their Recovery.

81. The following rules regulate the grant of advances to officers on arrival in India on first appointment to the service of the Government of India and to officers returning from leave or special duty out of India —

Substitute the following for clause (a) of this Article :—

(*a*) An advance of an amount not exceeding two months' pay, and also not exceeding R1,000, may be made to any public officer in the Civil Department on arrival in India on *first appointment* or on return from long leave or special duty out of India This advance is independent of any advance, on account of allowances, made by the Secretary of State in England.

[illegible] (c) does not apply to Covenanted Engine drivers Mechanics Boiler makers, etc , recoveries from whom are regulated by Article 735 in Chapter XXXI (State Railway Revenue Establishments)]

(*d*) This Article also applies to the case of Military Officers obtaining advances under the Military Furlough Rules of 1868

81A A civil officer returning from furlough out of India is not granted an advance of allowance for more than thirty-five days beyond the date of embarkation for India.

82. If an officer receives an advance of pay in England to enable him to return to duty in India, the advance will be recovered at the rate, or rates, of

[illegible] transactions between the Im- [illegible] which the advance was made. [illegible] is made in England to a person appointed there, proceeding to India to join his appointment.

Transfer on Duty.

83. (*a*) No officer (unless he has been newly appointed to the service of Government) can begin to draw any pay or allowances at any treasury in India, or at the Home treasury of the Government of India, without producing a last pay certificate from the treasury where his pay or allowances were last disbursed, or from the *Accountant General* within whose jurisdiction this treasury is.

(*b*) The rules regarding the issue of last pay certificates in connection with "transfer on duty" are laid down in Appendix No 2

84 A Salary or Establishment Bill on account of an officer, of whatever rank, required to accompany the head-quarters of a Government to a hill station, signed or countersigned by a Gazetted Officer, is exempted from the operation of the preceding Article.

Chapter IV.—New Appointments, Deputations, etc.

Maximum Salary.

85. The maximum civil *salary*, except of appointments of which the salary is fixed by statute, is R50,000 a year But sumptuary allowances may be granted in addition to this maximum

Increase of Salary.

86 No payments may be made on account of increases to pay until the additional expenditure thereby caused has been provided for in the estimates and duly sanctioned

87. Any increase which would have the effect of raising a salary above R5,000 a year and any increase to a salary already in excess of R5,000 a year

requires the sanction of Her Majesty's Secretary of State for India, and no such increase may be included in the estimates until that sanction has been obtained

DEFINITION —The term "salary" used in this Article includes not only "salary" as defined in Article 47 (c) but all fixed allowances, of whatever kind (except travelling and conveyance allowances) paid from the *General Revenues* or from any funds administered by the Government (*Secretary of State's Despatch No 179 (Financial), dated 29th June 1882*)

Additions to Salary.

88. (*a*) Unless in any particular case it be otherwise distinctly provided, the whole time of a public officer must be held to be paid for by the State, and he may be employed in any manner required by proper authority within his own branch of duty, without claim for additional remuneration, whether the services rendered are such as would ordinarily be paid for from the Imperial or Provincial Revenues, or a *Local Fund*

(*b*) All municipalities and funds administered under a Local Government, inclusive of Port Trust Funds and Wards' Estates, are entitled to the gratuitous advice and services of officers of the Public Works Department, and of all Government Medical, Sanitary and Educational officers, whenever these can, in the opinion of the Local Government, be given without detriment to the public service It will rest with the Local Government in each case to decide whether this last condition is fulfilled, and to indicate in each instance to what officer application for advice or assistance should be made When a Municipality has its own Engineer or Manager, it will probably only desire to consult some superior officer of the Public Works or other Department In other cases more direct supervision and assistance may be considered desirable, and should be freely given without charge, if the Local Government decide that such supervision and assistance can be given without detriment to the public service

(*c*) This rule does not however affect such Officers as Directors of a Railway Company, Members of a Town Council or a Port Trust, Government Director of the Darjeeling Railway, Chairman or Vice-Chairman of the Rangoon Port Trust who are entitled under any special or local law to receive fees or other remuneration for attendance at meetings of Directors or Commissioners, etc , for the transaction of business

89 (*a*) An honorarium may be granted to an officer from Imperial, or Provincial, or from Local Funds administered by Government, when the Head of his Department certifies that the work is special and outside the ordinary course of the officer's duties, and that it does not interfere with the discharge of those duties

(*b*) The powers of sanction of the several authorities in respect of any honorarium payable from Imperial or Provincial revenues, or from Local or other funds administered and controlled by the Government, are as follow —

. . .

Provided that the limit of sanction, when the charge falls on Imperial Funds in the case of a Local Government or Administration, shall be R200 in each case

(c) If it is proposed to grant to any officer for special work of any de- ... which will require the sanction of the Govern- ... of State, as the case may be, the consent of ... Finance Department must be obtained to the ... e the work is begun

(d) Remuneration shall not be given under this rule for superintending an examination rendered compulsory on persons belonging to the public service or any other examination the conduct of which comes within the ordinary duties of the officer or officers conducting them But remuneration may be granted to officers superintending an examination of candidates for admission to the public service, or any other examination the conduct of which is declared by the Local Government or Administration not to come within the ordinary duties of the officer or officers conducting them If fees are levied from the candidates appearing at an examination, and the amount of such fees is sufficient to cover the honoraria of the examiners the reference required by clause (b) to the Government of India or the Secretary of State in certain cases shall not be necessary

90 (a) Any servant of Government is eligible to receive without special permission the premium awarded for an essay or plan in public competition

(b) Any servant of Government may also receive without special permission any reward offered for the arrest of a criminal or for information or special services in connection with the administration of justice, and also any reward payable in accordance with the provisions of any Act or Regulation or Rules framed under such enactments

91. In other cases not provided for by existing special orders, the sanction of the Government of India should be obtained to the grant of rem... from the public revenues in addition to the fixed pay of any ...

(a) Any officer may receive a fee from a private ... or a public body whose funds are not administ... work done for it provided—

(1) he has undertaken the work with the ... writing of the Head of his Departme...

(2) that the Head of the Department certi... out without detriment to his official du...

(3) that the acceptance of a fee and the amou... ed by the authority having under cl... its acceptance.

(b) When the work undertaken for a private body ... done during the time which would otherwise be em... the Government, the fee should be credited to Governm... having power under clause (c) may grant to the officer ... or such portion of the fee realised as it may deem suitabl...

(c) The powers of sanction of the several authorities ... ase of each fee under clauses (a) and (b) are as follow —

Up to R100 the Head of the Department
R500 the Local Government or Administration
Above R500 the sanction of the Government of India in the Administrative Department concerned is required

(d) This rule does not apply to medical officers, who are allowed to accept fees from private persons for professional attendance subject only to the

Articles 90—91

orders contained in the Resolution of the Government of India in the Home Department, No 813, dated 18th December 1888.

Permanent Appointments.

92. No new appointment with *pay* exceeding R3,000 a year may be created without the previous sanction of the Secretary of State for India. If an emergency should arise demanding the immediate creation of such an appointment, it may be made provisionally; but in such case it must be at once reported to the Secretary of State; no expectation being held out to the individual appointed to it which would warrant a claim for compensation in the event of the appointment not being finally sanctioned.

Local Governments and Administrations, and Heads of Departments will refrain from re

93. As regards Provincial charges, the limits of the authority of the Provincial Government in respect to permanent appointments are as follows —

Without the authority of the Government of India—

(i) no appointment may be created with a *pay* of more than R250 a month, and no addition may be made to the pay and allowances of any officer if they exceed, or would, after the addition, exceed R250 a month,

(ii) no appointment, of which the pay and allowances are more than R250 a month, may be abolished, and the pay and allowances d;

(iii) d or abolished, and the be raised or reduced.

NOTE —[An addition to the strength of a class or grade is not the creation of a class or grade of officers—(*Finance Department No 1642, dated 19th July 1878*)]

(iv) no addition may be made to the pay or allowances of any individual officer, or class of officers, that may lead to increase in the emoluments of any public servants doing duty in the same province whose pay and allowances are not charged under one of the transferred heads of service The Government of India reserves the right to forbid alterations in rates of pay and allowances which, in its opinion, would produce inconvenience in other provinces.

Temporary Appointments and Deputations.

94. An officer is said to be on deputation when he is detached on special temporary duty for the performance of which there is no permanently or

temporarily sanctioned appointment A temporary appointment is an appointment carrying a definite rate of pay and sanctioned for a limited time

95 *A temporary appointment, if the cost is Provincial, may be sanctioned* by a Local Government without reference to the Government of India, provided the pay of the appointment does not exceed R3,000 a year A temporary appointment of which the cost is Imperial may also be sanctioned by a Local Government provided the pay of the appointment does not exceed R3,000 a year and the appointment does not last for more than a year In other cases, the sanction of the Government of India is required for the creation of temporary appointments

96 Temporary appointments on more than R250 a month will be reported to the Secretary of State for his sanction, though not necessarily for his previous sanction

97 *An officer* may be *deputed on special duty* by a *Local Government* without reference to the Government of India and without limit of time, if the cost of the deputation is Provincial, and if the remuneration granted to the officer is not at a higher rate than R3,000 a year *An officer may not be* deputed on special duty by a Local Government, if the cost is Imperial, without the sanction of the Government of India

98 (*a*) An officer, no matter what his salary, may be *deputed* on special duty by a Local Government for a period not exceeding six months, provided the cost of the deputation is Provincial, and he may be allowed by the Local Government to draw the *pay* or *salary* which, but for his deputation, he would have continued to draw either as substantive or officiating If the duties involve a decided increase of *work or responsibility* in comparison with the duties of his regular appointment, or require a change of station, the Local Government may in addition allow the officer to draw a deputation allowance at a rate not exceeding one fifth of *salary*, subject to a maximum limit of R10 a day

(*b*) If it is expected that the deputation should last for more than six months, or if it does actually last for more than six months, a special application for the sanction of the Government of India must be made

99 Deputation allowance does not include re imbursement of cost of travelling, and an officer who draws deputation allowance is not thereby debarred from drawing any travelling allowance which would be admissible to him, if the duty on which he is deputed were treated as a *new permanent* appointment

99A The powers of a Local Government under Articles 94 to 99 are exercised by Departments of the Government of India in respect of *temporary* appointments and deputations in Departments under their control of which the cost is Imperial

Private Secretary to a Lieutenant-Governor

100 A Military Officer on [illegible]
a Member of the Indian Civil [illegible]
Lieutenant Governor is, whil[illegible]
R350 a month, in addition to the salary to which he would, but for his appointment as Private Secretary, be entitled Provided that no officer may be em-

Articles 95—100

New Appointments, Deputations, etc.

ployed as Private Secretary whose substantive appointment is above the grade of a Joint-Magistrate or Assistant Commissioner, and that during his tenure of the Private Secretaryship, the officer's place on the establishment of the Government to which he is attached must not be filled up.

Famine Duty.

101. The following allowances in addition to salary are granted to an officer deputed to Famine work in a Presidency or Province other than that in which he is serving, besides the cost of his journeys to and from the scene of his labours and the usual travelling allowances while there —

( ) To a Sub-Engineer in the Public

No. 28.

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Article 101

Clause (i)

Substitute for the words To an Overseer in the Public Works Department *in entry 2 of this clause* To a Supervisor or an Overseer in the Public Works Department (Official Diary No 83-3 of 189)

horses are carried) the carriage of his tents and horses

Deputation to Europe.

102 A Military Officer in Military employ, *who is permitted to* proceed to Europe for the purpose of acquiring professional information, or is deputed on special duty to Europe, *receives, during* the period of his absence from India, the full Indian Pay and Allowances of his rank and half *Staff Salary*

103 A Civil Officer, or a Military Officer in Civil employ, who, with the sanction of the *Secretary of State, is deputed to Europe on special* civil duty, is entitled, from the date on which he makes over charge of his office in India to the date on which he *resumes* it, to an allowance not exceeding two thirds of the salary which he would draw were he on duty in India.

NOTE —[*Under very special circumstances, the Secretary of State may relax this rule*]

104 A Civil Officer, or a Military Officer in Civil employ, who, under the orders of the Secretary of State, is detained in Europe on civil duty, or permitted to remain on special civil duty, beyond the period of his leave, is entitled—

(i) if on *any leave* other than privilege leave—to an allowance not exceeding two thirds of his pay and allowances in *India*,

(ii) if on privilege leave—to an allowance not exceeding half his pay and allowances in India, for the period during *which he is* so detained or permitted to remain on special civil duty

105 Articles 102 and 103 also apply to a Municipal Officer on duty in Europe

Chapter V.—Acting Allowances—General Rules.

Section I—Definitions and Limitations.

Definition.

106 "Acting Allowance" is the allowance given in addition to substantive pay (if any), to an officer who is appointed to officiate in an appointment of which either there is no holder or of which the holder is an *absentee* The officiating officer's *salary* is the sum of his *pay* and acting allowance or charge allowances (see Article 108).

107 [illegible] 114, it is permissible [illegible] *pro tempore*" instead

108 It is also permissible, instead of appointing an officer to officiate, to appoint him to be in charge of the current duties of the vacant appointment In such cases a "charge allowance" is given as explained in Articles 115, 116, and 176 to 181.

Provisional Appointments

109 If an officer is transferred to duty of a permanent kind either Foreign service, or, if in British service such that he retains no connecti with his own appointment, the *Local Government* may, if it thinks fit, suspe his lien upon his own appointment altogether, and fill up that appointme substantively, reserving only the right to reverse the arrangements th made in case the absent officer at any time reverts to his original appoint ment

No. 215.

Takes effect from 12th February 1896.

Page 27: Article 110.

Insert the following note under this Article:—

...... pro tempore promotion may be granted in the place of an officer holding ...... of Article 94, if the deputation or ...... may

No. 233.

Page 27. Article 111.

Insert the following as Note 2 under this Article, the present note being numbered 1:—

NOTE (2).—[In Bengal, the Local Government may make sub *pro tem* appointments in vacancies caused by the deputation of Sub Deputy Collectors and other officers to act as Deputy Magistrates and Deputy Collectors.]

...

of a Military Officer subject to the ...... treated as a part of the pay of an absentee's appointment.]

113. ...... under Article 110 for a time only in ...... *Military Leave Rules* whose appoint...... Furlough Rules but for the operation of Rule II of the Rules published with the General Order of the Government of India in the Military Department, No. 171, dated the 25th February 1874 (*Appendix No 11*).

114. Full pay is not to be drawn under Articles 109 and 110 as a matter of course, or unless the officer claiming it is, by proper authority, formally appointed to the office "provisionally" or "substantively *pro tempore*," as the case may be.

Charge Allowances.

115. Provision is made in Article 176 for the case of an officer appointed to be in charge of the current duties of an office in addition to his own duties. An officer appointed to be in charge of the current duties of an office independently, without retaining charge of his own office, is entitled to a charge allowance of three quarters of the acting allowance which would be admissible to him if he were appointed to officiate in the office. An officer cannot be thus appointed to be in charge of a "grade."

NOTE.—[The rule laid down in Articles 179 and 181 applies here also.]

116. The *Local Government* may, if it thinks fit, assign to the officer a

charge allowance of less than the amount thus admissible, and, on the other hand, if it thinks this amount too small, may grant him, for special recorded reasons, the full acting allowance, excepting that clauses (i) and (ii) of Article 125 shall not apply to such an officer. The charge allowance of an officer under this Article must never exceed what he would draw as acting allowance if appointed to officiate in the appointment.

NOTE.—[The rule laid down in Articles 179 and 181 applies here also.]

Section II.—Maximum and Minimum Salaries.

General Rule.

117. The maximum *salary* of an officiating officer is the *pay of the appointment.*

The minimum *salary* of an officiating officer is half the *pay of the appointment.*

Special Minima.

118. Except in the cases provided for in the next Section (Privilege Leave Vacancies) the undermentioned officers, officiating or substantive, are entitled to minimum *salaries* as follows:—

Land Revenue:—

	R
[illegible]	400
[illegible]	400
[illegible]	250
[illegible] temporarily employed	200
Extra Assistant Commissioner, except in the Kumaun and Garhwal Districts; Extra Assistant Superintendent in the Andamans and Nicobars	200
Myo-oke in Lower Burma	150
Tahsildar, and Superintendents of Settlement in the Punjab	125
Naib Tahsildar in the Punjab	86
Acting Assistant Superintendents of Revenue Survey in the Bombay Presidency, including Sindh:—	
On first appointment	100
On being qualified to test measurements and passing a colloquial examination	150
In addition to the Tentage Allowance of R75 admissible under entry No. 10 in Appendix 23, Part II.	

Salt:—

Assistant Superintendents in the Northern India Salt Revenue Department	100

General Administration (Civil Account Department):—

Accountant General in Bengal, Madras, or Bombay	1,500
Accountant General in the North-Western Provinces and Oudh, or in the Punjab	1,200
Comptroller in Burma	1,000
Comptroller in the Central Provinces, Assam, or Hyderabad	800

Acting Allowances—General Rules.

	R
General Administration (Civil Account Department):—	
[illegible] he holds	
[illegible]	
[illegible]	100
[illegible]	125
Law and Justice—Courts of Law:—	
A Judge of the Chief Court of the Punjab	*Full pay.*
A Munsif serving in the Lower Provinces of the Bengal Presidency, whether holding a substantive appointment under Government, or only temporarily employed	200
A Munsif in the Punjab	125
A Subordinate Judge, Bombay	150
Police:—	
An Assistant Superintendent serving at Jeypore, in the Hill Tracts of the District of Ganjam, in the Parvatipur and Nursipatam Divisions of the District of Vizagapatam, and in the Wynaad Division of the District of Malabar	*Full pay.*
An Assistant Superintendent serving in the Lower Provinces of the Bengal Presidency holding no substantive appointment under Government	250
An Assistant Superintendent, Berar	300
An Assistant Superintendent serving elsewhere, except when promoted from a lower grade	200
An Inspector of the Calcutta Police Force	100
Medical:—	
A *Civil Medical Officer* in medical charge of a civil station	350

Section III.—Privilege Leave Vacancies.

119. As a general rule, the duties of an officer absent on privilege leave should be discharged by another officer at the same station. Only in exceptional cases where there is absolutely no officer available on the spot, can the transfer of an officer from another station to act in consequence of the absence

No. 33

Page 29

Article 120

For "furlough or special leave" *in the first line of rule 1 under this article, substitute* "leave other than privilege leave" (31) (Finance Department No $\frac{P}{3531}$ dated 25th August 189?)

appointment no[illegible]

(ii) less than half the *pay of the appointment* (see Article 117).

But in no case shall they be more than the *salary* admissible to him after the thirty days referred to.

[illegible] it joining any other appoint[illegible] substantive appointment in [illegible] ated as an officer transferred

121 … Article, is … ing allow-

(i) If an officer officiates continuously in the same appointment, he shall not under any circumstances be deprived of acting allowance for more than thirty days

(ii) …

the appointment

NOTE —[An officer who is placed in charge of the current duties of an office under Article 176 in a privilege leave vacancy and is debarred from drawing any charge allowance by the last sentence of Article 123 holds an "acting appointment" for the purposes of this rule]

122. Article 120 applies also in the case of a vacancy caused by the …

No 86

Page 30

Article 123

Add the following as clause (iii) to this article :—

(iii) To a Military Officer in Military employ officiating in or holding charge of a Cantonment Magistracy in addition to his own duties under Article 191 (86)

Chapter VI.—Acting Allowances—Rules for Calculation.

Section I —Indian Civil Service and other Special Services.

Extent of Application.

124 The rules in this Section apply to the following services —

(1) The Indian Civil Service

(2) Military Officers serving in Civil Departments, except—

(i) Those acting in appointments of which the *pay* is a *staff salary* (see Section II),

(ii) Commissioned Medical Officers acting in an appointment reserved exclusively for officers of that class (see Article 135),

(iii) Officers in the Public Works Department, including the State Railway and Telegraph Departments (see Section III),

(iv) Officers of the Survey of India (see Section IV),

(v) Officers of the Forest Department (see Section VI),

(3) The graded Educational service.

(4) Officers in the Police service of, and above, the rank of Assistant Superintendent.

(5) An officer who, having a substantive appointment, is appointed to officiate in an appointment which is open to, and may in practice be held by, a Member of the Indian Civil Service or a Military Officer.

[illegible]

1 In case of doubt if the appointment is not one of a class existing in other Provinces, the Local Government will decide whether this clause applies; otherwise the orders of the Government of India must be obtained.

2 Clause (5) does not apply to the cases of officers officiating in appointments in the Enrolled List of the Financial Department.

Officer with a Substantive Appointment.

125. An officer with a substantive appointment, officiating in another appointment or in a higher grade, is entitled to an acting allowance of one-fifth of the pay of the appointment or grade, but the acting allowance shall not be less than—

(i) Two-thirds of the difference between the *pay of the appointment* or grade and the *pay* of the officiating officer.

(ii) Or, subject to the limit of the maximum *salary* (see Article 117), R200.

[illegible] is subject to this Article

[illegible] years. If such an officer is deputed to officiate in an appointment outside the Police Department, [illegible]

Grades of a Class.

126. An officer officiating in a class divided into grades will officiate in the lowest grade, unless it be otherwise specially ordered.

Illustration.—A is Magistrate, in the first grade, of Nuddea. B is Magistrate of Midnapore, the senior in the second grade. C. is a Joint-Magistrate. If A. takes leave, then, in ordinary course of promotion, B would obtain officiating promotion to the first grade without leaving Midnapore, and C, appointed to officiate as Magistrate of Nuddea, would officiate in the second grade.

Officer without a Substantive Appointment.

Page 32.

Article 127.

Strike out the words " *or a Military Officer subject to the Civil Leave Rules*" *in rule 1 under this article.* (2) (Financial Department No 2468, dated 11th June 1892.

To an officer of twelve or more years actual residence in India . . 400

Section II.—Military Officers.

Extent of Application.

Article 128.

Strike out the words "when acting in any appointment of which the *pay* is a *staff salary*" *in the second line of this article.*—(2) (Financial Department No 2468, dated 11th June 1892)

(iii) In the Forest Department (see Section VI).

NOTE—[If a Military Officer officiating in a military appointment has a substantive appointment in the Civil Department, he draws in the Military Department the allowances to which he would have been entitled under Military Rules had his substantive appointment been an appointment in the Military Department.]

129. A Military Officer employed in the Military Secretariat of the Government of India, Madras, or Bombay, or as Military Secretary to the Resident at Hyderabad, though drawing pay in the Civil Department, is not subject to these Regulations.

Appointments on Consolidated Pay.

130. An officer officiating in an appointment of which the *pay* is consolidated may be—

Case 1—An officer without a substantive appointment.

Case 2.—An officer having a substantive appointment the *pay* of which is consolidated.

Case 3.—An officer having a substantive appointment the *pay* of which is a *Staff Salary*.

An appointment of which the pay is fixed upon the assumption that it will be

held by a Civil Officer is treated, for the purposes of this Article, as if the pay of it were "Consolidated."

131. In *Case 1* the officer is entitled to his *pay*. If his *pay* is less than the following subsistence allowance [illegible] then the officer is entitled, besides [illegible] make the total equal to the sum of [illegible]; to half the *pay of the appointment* :—

Subsistence Allowances.

	R
For an officer of the rank of Captain or Subaltern	250 a month.
For an officer of the rank of Major	320 „
For higher rank	400 „

132. In *Cases 2 and 3* the acting allowance is regulated by Articles 125 and 126. For the purposes of this Article, the *pay of the officer* is taken at the full *staff salary* plus his military pay and allowance or Staff Corps pay, though for the purposes of the Military Rules he may be considered to take with him to his officiating appointment only half the *staff salary*.

Appointments on Staff Salary.

133. An officer officiating in an appointment of which the *pay* is a *Staff Salary* may be—

Case 1.—An officer without a substantive appointment

Case 2.—An officer having a substantive appointment the pay of which is consolidated.

Case 3.—An officer having a substantive appointment the pay of which is a *Staff Salary*.

In all cases the salaries are calculated by the Military Rules in Article 134, any excess of the consolidated pay of the substantive appointment in *Case 2* over the military pay and allowances or the Staff Corps pay of the officer being treated as a *staff salary*.

NOTE.—[Allowances only are to be calculated under Military Rules, it is not intended that the restrictions which apply to the grant of privilege leave under the Military Rules are to be applied *to officers officiating in the Civil Department*.]

134. The Military Rules referred to are as follows :—

(*a*) For an officer officiating for an absentee who is subject to the Rules of 1854—

An officiating officer will draw half the staff salary of the appointment for the first six months. After acting for six months (or earlier if it is available), he will become entitled to the full *staff salary*, but in such case, he can draw no portion of the *staff salary* of his substantive appointment.

(*b*) For an officer officiating for an absentee who is subject to the Rules of 1868—

An officiating officer will draw half the *staff salary* of the appointment and half the *staff salary* of his substantive appointment (*Civil or Military*) if he have one· Provided that the whole *staff salary* thus drawn shall not be less than R100 a month, unless the full *staff salary* of the post in which he is

officiating is less than that sum If the full *staff salary* is available, he may draw the whole of it, but in such case he can draw no portion of the *staff salary* of his substantive appointment.

NOTE —[The prov so that the whole *staff salary* shall not be less than R100 is limited by the rule that this m n mum is allowed only to an officer acting in the actual appointment held by the absentee But this limitation does not apply to med c l officers officiating as Civil Surgeons]

(c) For an officer officiating for an absentee who is subject to the Rules of 1875—

[illegible] bsentee und[illegible] officer subj[illegible] m one appointment to another during furlough [*Army Regulations, Vol. I, Appendix D, Rule 5* (*Appendix 12 of the Civil Service Regulations*)], the salary of the acting officer would likewise vary (*Army Regulations, Vol I, Part I, Article 167*), while the furlough allowance of an officer subject to the Rules of 1868 is unaffected by such transfer [*Army Regulations, Vol I, Appendix C, Rule V, Clause 5* (*Appendix 11 of the Civil Service Regulations*)]

Medical Appointments

135 As an exception to Articles 131 and 132, the allowances of a Commissioned Medical Officer, whether he is under Civil or Military Leave Rules, [illegible] ved exclusively for officers of that class, [illegible] 3 and 134, on the assumption that the pay [illegible] equal to the difference between the offi[illegible] id the consolidated pay he would receive if he held the appointment substantively.

Provided that, whatever may be the appointment held by an officer appointed to the Medical Service before the 7th November 1864, his aggregate salary shall not be less than the grade pay of his rank.

Section III—The Public Works Department

Extent of Application.

136. The rules in this Section apply to the Engineer establishment, superior Railway Revenue establishments, superior officers of the Accounts Branch, and superior officers of the Telegraph Department

They do not apply to cases of temporary promotion which is given when officers obtain leave which is not privilege leave and which causes a vacancy likely to last more than three months In such cases the officer temporarily promoted is entitled to the *pay of the appointment*

NOTE.—[*For the purpose of Chapter I, Rule V of the Military Furlough Regulations of 1868* the temporary promotion from one grade to another of an Officer of the Royal Engineers employed in the Public Works Department is an acting appointment, and the grade to which the officer is permanently attached is his "substantive office "]

137. The acting allowances of officers of the Public Works Department other than those referred to in the preceding Article are regulated by the rules contained in Section VII

General Rules

138. (*a*) An officer of a class divided into grades cannot officiate in this class in a grade higher than that to which he is substantively appointed

(*b*) An officer officiating in a rank which is divided into classes, or in a class divided into grades, will officiate in the lowest class or grade, but this rule does not apply to an officer officiating in an appointment of which the substantive holder must belong to a particular class

139. An off [illegible]
class or in anot [illegible]
to his pay, of [illegible]
he officiates.

The civil *pay* of a graded class is the average civil *pay* of the grades (calculated without reference to the number of appointments in each grade), but the officiating officer's *salary* shall not exceed the *pay* of the lowest grade

140 A Civil Officer or a *Military Officer subject to the Civil Leave Rules* without a substantive appointment is entitled to an acting allowance of half the civil pay of the class or appointment in which he officiates A Military Officer subject to the Military Leave Rules, without an appointment, is en- [illegible] as will make the total equal to [illegible] rticle 131, added to half the [illegible] officiates

141. The net military pay which an Officer of the Royal Engineers serving in the Department of Public Works on consolidated departmental pay receives in addition thereto, is not taken into account in calculating acting allowances. His civil salary is fixed independently of his net military pay, to which he is separately entitled over and above his civil salary.

Special Allowances

142. In the following cases special allowances may be granted in addition to pay by the *Local Government* or, if the officer is not serving under any *Local Government*, by the Government of India

NOTE.—[The term *Local Government* has a special application here—see Article 40]

(*a*) To a Subordinate officiating as an Executive Engineer,—R100, pro-

vided that his salary must not exceed the pay of an Executive Engineer of the 4th grade

(b) To a Subordinate officiating as an Assistant Engineer,—R50 This allowance is not admissible on the mere circumstance of the Subordinate holding a charge formerly held by an Assistant, but only when the charge involves duties and responsibilities which, in character or extent, are such as are not usually imposed on Subordinate Officers

(c) To an Accountant officiating, with the sanction of the Government of India, for an Examiner or Deputy Examiner,—R100, provided that, when officiating for a Deputy Examiner, his salary must not exceed the pay of a Deputy Examiner, Second Grade, but this proviso shall not operate so as to reduce the sum of the pay and allowances which, but for this promotion, would have been drawn

(d) Acting allowance will not, as a rule, be granted to an Accountant officiating as Assistant Examiner If by a special order of the Government of India it is granted, it will not exceed R50

(e) To an officer of the Subordinate Revenue Establishment of State Railways acting in an office ordinarily held by an officer of the Superior Revenue Establishment,—R75, provided that the charge involves duties and responsibilities which in character and extent are such as are not ordinarily imposed on Subordinate Officers

Telegraph Masters

142A The acting allowances of Telegraph Masters are regulated by the following special rules —

I —For absences on privilege [illegible] forming the duties any acting allowan[illegible] duties), and the ext[illegible] graph Master being absent will only entail the appointment of a Temporary 4th grade Telegraph Master on an allowance of R20

II —For absences on furlough, or sick leave, of beyond one calendar month, absentee allowance will be given, under Section VII, of one fifth of the allowance, in addition to his own allowance, to [illegible] charge, with the exception that [illegible], the incumbent will draw the

III —[illegible] the duties.

IV —When on account of a Permanent Telegraph Master being absent from his appointment on any special duty, it is necessary to fill up his place, the substitute, whether on the Permanent or Temporary list, will receive temporarily the pay of the appointment, and the cost of this will be defrayed from the grant for temporary appointments

Article 142A

Section IV.—The Survey of India

Scale of Pay.

143. The rules in this Section apply only to officers not below the rank of Assistant Superintendent in the Survey Department under the Surveyor General in India. The pay of the officers of the Survey Department is as follows —

	R
Administrative Branch —	
Surveyor General	3 000
Deputy Surveyor General	2 500
Deputy Surveyor General	2 000
Executive Branch:—	
Deputy Superintendents—	
1st Grade .	1 600
2nd „	1 300
3rd „	1 000
4th „ .	850
Assistant Superintendents—	
1st Grade . .	600
2nd „ .	500

144 An officer of the Royal Engineers holding substantively an appointment not above the rank of Deputy Superintendent second grade, is entitled to his net military pay, but he ceases to draw it while officiating in a higher appointment

Officiating Officers

145 An officer officiating in the grade immediately above his own is entitled to the pay of that grade, Provided that the *salary* of an officer officiating in any grade shall not be greater than that which would be admissible under Article 146 if the officer officiated in the next higher grade

146 An officer officiating in a grade higher than that immediately above his own is entitled to an acting allowance, in addition to his pay, of one fifth of the pay of the grade in which he officiates

146A. The appointments in the Administrative Branch are not graded Any officer officiating in an Administrative appointment is entitled to an acting allowance of one fifth the *pay of the appointment*

Officers without a Substantive Office

147 An officer without a substantive appointment is entitled to an acting allowance, in addition to his military pay (if any), of half the pay of the grade in which he officiates

Articles 143—147.

Section V.—Geological Survey.

148. A graded officer of the Geological Survey may, if specially qualified on the occurrence of a temporary vacancy in the Graded List of the Department, be temporarily allowed a *salary* equal to the *pay* he would have received if his promotion were substantive and permanent (*see also Article 169*).

Section VI.—The Forest Department.

149. The rules of this Section apply only to officers of the Forest Department not below the rank of Assistant Conservators.

150. A Deputy Conservator officiating as a Conservator gets a *salary* equal to the *pay* of the lowest grade of Conservator, and similarly an Assistant Conservator officiating as a Deputy Conservator receives a *salary* equal to the *pay* of the lowest grade of Deputy Conservator.

151. A Conservator, Deputy Conservator, or Assistant Conservator officiating in the grade immediately above his own is entitled to the *pay* of the said grade.

152. An officiating officer in any case not provided for by Article 1‑ Article 151 is entitled to an acting allowance of one-fifth of the pay of grade in which he officiates.

153. In exceptional cases, and subject to the consent of the Governm of India, a Deputy Conservator may be appointed in a grade of Conserva other than the lowest, and in such case his allowances will be regulated Article 152.

NOTE.—[*No officiating promotions are made to the second* grade of Assistant Conservators the Forest Department, the numbers in the second and third grades of that class not being fixed

Section VII.—Other Officers.

Extent of Application.

154. The following rules are applicable to officers in civil employ whose cases are not provided for in Sections I to VI of this Chapter, or by rules peculiar to the services concerned, such as—

(1) Lieutenant-Governors and Members of Council (see Chapter XXII).

(2) Judges of the High Courts (see Chapter XXIII).
(3) Ecclesiastical Officers (see Chapter XXVII).
(4) Law Officers (see Chapter XXX).

Officers having a Substantive Appointment.

155. An off[illegible] ment which [illegible] led to a [illegible] that, except in the Post Office Department, and in the case of Forest [illegible] Foresters, and Forest Guards in the Forest Department, no officer [illegible]r this Article, be appointed to officiate in a higher grade of his own [illegible]

[illegible] *of the appointments referred to*—Extra Assistant Commissionerships, Judgeships [illegible] Courts in Bengal not mentioned in the example under Clause (5), Article 124, and [illegible] Judgeships with which they are classed

[illegible]blic Works Department no increased allowances are admissible to an officer of the [illegible]ate Establishment, or to a Sub Overseer, for performing duties previously entrusted [illegible] r grade in either of the Subordinate Establishments

[illegible]adras, the first, second, third and fourth grades of Munsifships are treated as distinct [illegible]

3 In Sindh, the first, second, third and fourth grades of Subordinate Judges are treated as distinct *classes*

4 A section writer, or a Press servant who is paid for piece work, is, for the purposes of the [illegible]

156. The *pay of an appointment* which belongs to a graded class and is not such as is described in Clause (5) of Article 124, is the average pay of the grades, calculated without reference to the number of appointments in each grade; but the officiating officer's *salary* shall not exceed the *pay* of the lowest grade, unless he belongs to another Department, and is specially appointed to officiate in a grade other than the lowest.

NOTE.—[This Article does not apply to appointments in the Post Office Department.]

Medical Appointments.

157. As an exception to Article 156, an Assistant Surgeon holding, whether substantively or temporarily, the medical charge of a Civil Station, is entitled to a Local Allowance in addition to his pay as follows, or to any smaller allowance which, by any general or special order, the Local Government may fix:—

(i) If he be in the first or second grade—R150 (but he must forfeit the Punjab allowance of R50 if he has it).
(ii) If he be in the third grade—R100.

NOTE 1.—[For the rule regarding a *Warrant Officer* of the Subordinate Medical Department acting as "Civil Surgeon," &c, see Rule 2 under Article 125.]

NOTE 2.—In Bengal, the Punjab, the Central Provinces and Assam, the undermentioned allowances may be granted under the orders of the Local Government to an Assistant Surgeon or

Warrant Medical Officer performing the duties of the Civil Surgeon at Head Quarters while the latter is absent for more than seven days *on inspect on duty within the District* —

(a) If the substantive holder of the charge is a Commissioned Medical Officer—

	R
To an Assistant Surgeon, first or second grade a Senior Apothecary or Apothecary	75
To an Assistant Surgeon third grade or an Assistant Apothecary	50

(b) If the substantive holder of the charge is an Assistant Surgeon or Warrant Medical Officer—

	R
In all cases	50

157A. Warrant Medical Officers above the grade of Assistant Apothecary, when in independent medical charge of Civil Stations, will receive pay at the following monthly rates —

	R
Under five years in charge	350
From five and under ten years	450
From ten and under fifteen years	550
Over fifteen years	700

Service towards these quinquennial increments will count from the date of assumption of any such charge as a permanent appointment

Assistant Apothecaries in independent medical charge of Civil Stations, whether in India or Burma, excluding those who were in such charge on 1st August 1889, who will continue to draw pay at R350 a month, will receive pay at a fixed rate of R250 per mensem When holding such charges in Burma they will receive in addition a special local allowance of R50 a month

The service of an Assistant Apothecary in permanent independent civil medical charge, whether he receives pay at the rate of R350 a month on the ground that he was in such charge on 1st August 1889, or *not*, *will not count* towards the quinquennial increments until the date on which he is promoted to be an Apothecary

NOTE —[For the rule regarding a *Warrant Officer* of the Subordinate Medical Department acting as "Civil Surgeon, &c, see Rule 2 under Article 125]

Officers without a Substantive Appointment

158 An officer without a substantive appointment, officiating in an appointment the pay of which is not less than R100, is entitled to an acting allowance of half the *pay of the appointment* (*See Article 156 and Rule 1 under it*)

159. If the *pay of the appointment* is less than R200, and the Local [illegible]

NOTE —[*See Article 111*]

160 As an exception to Article 158, an acting supernumerary Deputy Collector in [illegible] entitled, in addition to his minimum [illegible] ity Collector (see Article 118), to an [illegible] between his *salary* and the *pay* of the grade in which he officiates

Appointments on less than Rs 100

161 (a) The salary of an officer officiating in an appointment of which the pay is less than R100 should, as far as practicable, be regulated by Articles 155 and 158 The following conditions must be observed —

(i) If the officiating officer has a substantive appointment, his salary must in no case exceed what it would be if Article 155 were exactly applied

(ii) If he has no substantive appointment, the officer who appoints him may grant him such allowance, not exceeding the *pay of the appointment*, as he considers necessary

(iii) If the vacancy is caused by the absence on leave of an officer whose *pay* is less than R100, the absentee allowance of such officer must not exceed the difference between his *pay* and the sum of the acting allowances paid in consequence of his absence (*See also Rule 1 under Article 368*)

162 The third of the conditions above mentioned is not enforced in the case of—

(i) Officers in superior service on privilege leave for not more than one month at a time

NOTE —[An officer drawing less than R100 may be granted one month's privilege leave as an annual holiday irrespective of the expense to Government but if such an officer desires to take privilege leave beyond one month the grant of the leave must be subject to the condition that no extra expense is thereby imposed on the State]

(ii) Officers on hospital leave under Chapter XII, Articles 320 to 327.

(iii) Superintendents of the Light houses in the Madras Presidency referred to in Article 294, Rule 3

Chapter VII.—Regulation of Progressive Salaries.

Limitation

163 Except under special orders to the contrary a Progressive pay shall not rise from the minimum to the maximum by less than five equal yearly increments

Calculation of Value

164 A Progressive pay is, on an average, equivalent to a fixed pay, the

amount of which lies between the minimum and maximum of the Progressive pay The exact amount of this equivalent varies according to the conditions of each appointment, but in practice, it is assumed that a Progressive pay rising to its maximum by five equal yearly increments, is equivalent to a fixed pay equal to the minimum *plus* two thirds or if the appointment is a ministerial appointment, *plus* three fourths, of the difference between the minimum and the maximum

NOTE —[This Article does not fix the pay of a Progressive appointment but only indicates the mode of rating the value of such an appointment for financial purposes]

Accrual of Increment

165. An increment accrues from the beginning of the calendar month following that in which it is earned, any intermediate broken period being neglected

Exception —An officer appointed in England by the Secretary of State for service in India receives the increment in his pay in accordance with the terms of his engagement

166 A periodical increment should not be granted to an officer serving on Progressive pay as a matter of course, or unless his conduct has been good A periodical increment may be withheld from a ministerial or menial officer at the discretion of the head of his office A periodical increment cannot be withheld from any other officer without the sanction of the *Local Government*, which may, however, delegate the power of withholding such increments to heads of Departments or other supervising officers

NOTE —[*In reply to your memorandum No 19E of the* ..tl .lt mo enquiring whether the approved service necessary to earn an increment should be continued I am directed to state that there is no general rule on the subject beyond that laid down in * * * (*Article 166 of these Re*

1960 dated 1st February 1892)]

167. (*a*) A proposal to grant an increment of Progressive pay in advance of the due date should always be scrutinised with special jealousy it is contrary to the principle of Progressive pay to grant an increment before it is due, and such a grant should not be recommended or allowed, excepting under circumstances which would justify a personal allowance to an officer whose pay is fixed,—that is to say, seldom if ever

(*b*) If the value of the appointment calculated under Article 164 is such that the addition of a premature increment would raise it above R5,000 a year, such premature increment cannot be granted without the sanction of the Secretary of State

NOTE —[In sanctioning as a special case increments in the Progressive pay of an officer in advance of the due date the Secretary of State observed that, as a rule there is great objection to giving retrospective effect to a measure of this nature (*Despatch No 334 dated 30th September 1890*)]

167A. Reduction to a lower grade or appointment on account of misconduct or inefficiency cancels all title to count for increments previous service in the grade or appointment from which reduction was made, or in a similar appointment

Articles 165—167A

Acting Allowances.

168 In the case of progressive appointments, acting allowances are fixed as follows :—

(a) An officer whose substantive pay is progressive, and who acts in an office of which the pay is fixed. In this case the officer's acting allowances will be calculated as if his substantive pay were a fixed one, equal to the amount at which from time to time it stands.

(b) An officer whose substantive pay is fixed, and who acts in an office of which the pay is progressive. In this case the officer's acting allowance will be calculated upon the *pay* to which he would from time to time have risen if he bad held the officiating [illegible]

(c) An officer whose [illegible] an office of wh[illegible] —

(i) [illegible] increments thereof as they fall due.

(ii) [illegible] would have drawn if the substantive and officiating appointments were both on fixed pay equal to the minimum Provided that the maximum limit of *salary* shall be not the said minimum pay of the officiating appointment, but the pay to which the officer would have risen if his officiating tenure had been substantive.

NOTE.—[When calculating the *salary* of an officer who acts in an appointment, the whole of the acting tenure, whether continuous or not, should be taken into account with the exception of so much of it as under Article 120 gave no claim to acting allowance]

Example (a).—An officer who is substantively in the R170 stage of an appointment of R150—10—200 is appointed to act in an office of which the pay is R200—8—240 His salary is thus fixed—

	R	
Pay	170	But this is limited for the first year to R200
Acting allowance (⅕ of R200)	40	
Total	210	

Next year he gets pay R180 + acting allowance R40 = total R220 But this is limited for a year to R208

Example (b) —A Member of the Indian Civil Service, substantively in the R1,200 stage of an appointment of which the pay is R1,000—50—1,250, acts in an appointment of R1,500—50—1,700 His initial salary is—

	R	
Pay . . .	1,200	Limited for the first year to R1,500
Acting allowance (⅓ R1,500—1,000)	333⅓	
Total	1,533⅓	

In future years he receives—

Second year—

	R	
Pay . . .	1,250	Limited to R1,550
Acting allowance	333⅓	
Total	1,583⅓	

Hereafter he gets R1,583⅓, which is the limit of *salary* in this case

169. As an exception to the preceding Article an officer of the Geological Survey may, if specially qualified, count all service on the maximum pay of a grade towards increment in the *salary* of the next higher grade.

Initial Pay.

170 If an officer is appointed substantively to a progressive appointment in which he has already officiated, his pay is fixed as follows

(a) If the salary which he drew when last officiating is equal to one of the stages of the pay of the appointment, his pay shall be fixed at that stage, and he shall count in that stage the time during which he has been drawing the said salary.

(b) If the salary which he drew when last officiating is intermediate between two stages, his pay shall be fixed at that amount for half the period during which an increment is earned, and on the first day of the month thereafter succeeding he shall be eligible to the next higher stage of the progressive pay

Example—An officer is on 20th June substantively appointed to an appointment of which the pay is R200—10—250 and in which he is already officiating—

(a) If his salary at the time of his appointment and from 1st March last has been R220, he continues to draw R220 and on 1st March next rises to R230

(b) If his salary at time of appointment is R225, he will draw R225 till 1st January, and then will get R230

[illegible]

171 (a) An officer transferred substantively to a progressive appointment from an appointment in which he is drawing pay in excess of the minimum pay of the new appointment will, if the transfer is made by an authority to which both appointments are subordinate, or if the transfer is declared by the *Local Government* or by a Department of the Government of India to have been made for special reasons and in the interests of the public service, draw the nearest stage, or, if two stages are equally near, then the next higher stage of pay in the new appointment but will count time for increments as if he had commenced on the minimum pay

When, however, the conditions of an officer's service are such that he is liable to be transferred in the same Department between appointments of which the pay and increments are identical, his service will, in the case of such a transfer, count for increments as if he had not been transferred.

(b) On transfer of an officer, as a penalty, from a higher to a lower appointment on a progressive pay, the *Local Government* may allow him to draw any salary, not exceeding the maximum of such appointment, as it may think proper.

172. Except as provided in Articles 170 and 171 an officer appointed substantively to an office of which the pay is progressive will begin with the minimum pay

173 The incumbent of an appointment the pay of which is changed shall be treated as if he were transferred to a new appointment on the new pay Provided that, if he prefers to retain his old pay, the Local Government may allow him to do so, postponing the change of the pay of the appointment till he vacates office.

Articles 170—173

Time spent on Leave.

174. Time spent on leave with allowances counts towards increments in the same manner as if during it the officer had actually held or officiated in (as the case may be) the appointment on which he has a lien

NOTE.—[The last sentence of Article 37 must not be held to conflict with this Article Subject always to the provisions of Article 76 the phrase "the appointment on which he has a lien" means the appointment which the officer relinquished when he proceeded on leave and does not refer to an appointment to which an officer has been nominated during his absence on leave.]

Time under Suspension or on Foreign Service.

175 Time passed under suspension does not count towards increments if the suspension is a penalty for misconduct; but an officer, in directing re-instatement of a person who has been suspended, may declare that the time shall count. Time spent on foreign service of the first or second kind does not count towards increments (see Article 843).

Chapter VIII.—Combination of Appointments and Salaries.

Charge of Current Duties.

176. When an officer is appointed to be in charge of the current duties of an office in addition to his own duties, and the charge, in the opinion of the *Local Government*, entails a substantial increase of responsibility and some additional work, he is entitled to a charge allowance, to be fixed by the *Local Government*, not exceeding one tenth of the pay of the office If the office is open to, and may in practice be held by, a Member of the Indian Civil Service or a Military Officer, the allowance shall not be less than R100

177. The *salary* of an officer appointed to be in charge of the current duties of an additional office shall never exceed the *salary* which he would receive for officiating in the office one effect of this rule is that, unless the *Local Government* thinks it necessary to make the declaration indicated in Rule 1 under Article 184, an officer is not entitled to any allowance for taking charge of an office the pay of which is not more than that of his own substantive office

(ii) For the other appointr [illegible]
ances as the Local [illegible]
appointment half t [illegible]
as the case may be, officiated in it alone [illegible]

(iii) [illegible] ot exceed the pay which [illegible] of the appointments, if [illegible]

1 This proviso may be dispensed with if the Local Government declares that, for special reasons (to be recorded, and, unless the extra expense falls only upon Provincial or Local [illegible]

		R
If he held A only, he would draw		1,000
If he officiated in B only, he would draw pay R1,000 and acting allowance R400		1,400
If he officiated in C only, he would draw pay R1,000 and acting allowance R800		1,800
He will therefore draw for C (which carries the highest salary)		1,800

And, but for Proviso (iii), he would be entitled for B and A to such allowances as the Local Government may fix, not exceeding R$\frac{1400}{2}$ = 700 for B, and $\frac{1000}{2}$ = 500 for A.

But, in consequence of this Proviso, his aggregate salary must be limited to R2,200 (the pay of appointment C), unless the declaration prescribed in Rule 1 be made

185. Article 184 does not apply to a Government officer appointed to be a Minor Professor under the Medical Warrant of April 1867, or a Professor or Lecturer in any *Government institution, to the duties of which offices an* officer is not required to devote his whole time.

Restrictions

186. Article 184 does not apply to the case of an officer discharging the duties of more than one appointment in the same office, or on the same establishment. An officer so employed is entitled to the highest salary to which he would be entitled if he held or officiated in any of the appointments alone, and to nothing more.

Examples —An Under Secretary discharging the duties of a fellow Under Secretary in the same Office or Department as well as his own [illegible]

own

A Subordinate doing the duties of another Subordinate in the same Office

A Director of Public Instruction doing the work of one of his Inspectors or one Inspector in *the Educational Department doing the work of a fellow Inspector in addition to his own*

Local Allowances not affected

187. Nor does Article 184 affect *Local Allowances* given for the performance of separate duties. A Local Government may grant a *Local Allowance*

Articles 185—187.

to an officer paid from Provincial Revenues, provided the officer's total emoluments, including the *Local Allowance*, do not exceed R250 a month If a *Local Allowance* is sanctioned by the Government of India on the understanding that it shall be drawn by any officer who may perform the duties for which it is granted, the sanction of the Government of India will not be required a second time in the case of any particular officer to whom the Local Government may assign the duties

Civil Surgeoncy.

188. A Regimental Medical Officer appointed to act as Civil Surgeon of a station without relinquishing his Regimental duties is entitled to an allowance of R100 a month With this exception, the allowances for the additional charge of an appointment of the kind described in Article 185, whether the charge is held by a Regimental Medical Officer or a Commissioned Medical Officer already employed in the Civil Department, are regulated by Military Rules, the pay of the appointment being calculated on the principle indicated in that Article

1 In the case of a Commissioned Medical Officer holding more than one acting appointment, the acting allowance of each appointment is fixed by Military Rules of calculation but the terms of the combination of the appointments are those laid down in Articles 184 and 185

189. An officer in medical charge of a civil station is entitled to an allowance of R100 a month for holding visiting charge of a second station

Medical charge of Jails.

190 (*a*) An officer appointed to the medical charge of a Central Jail when the administrative and medical charge is not united is entitled to a local allowance of R100

(*b*) Or in special cases at the discretion of the Local Government to R150

Provided always that the aggregate cost for the administrative and medical charges shall not exceed the total *pay* payable for the combination of the two charges in one person

Cantonment Magistrates

191. A Civil Officer, whether a Member of the Indian Civil Service or not, placed in charge of a Cantonment Magistracy in addition to his own duties, is entitled to an acting allowance of R100 a month But, as a rule, only Military Officers should hold Cantonment Magistracies

A Military Officer in military employ, who may officiate or hold charge as Cantonment Magistrate in addition to his own duties, is entitled to an acting allowance of R100 a month, as a charge against the Civil Department

Military Officer

1[illegible] [illegible] e other duty, le 184

and Rule 1 under it If he has no substantive appointment in the Military Department, the pay of his rank is held to be his substantive pay for the purposes of Article 184 The allowances for his civil duties are drawn in the Civil Department, and his allowances for his military duty are drawn in the Military Department

Chapter IX.—Joining Time.

Explanation.

193. Joining Time is the time allowed to an officer *to proceed from one Station to another when his appointment is changed, or when*, being unemployed, he is appointed to any office An officer is held to be on duty during Joining Time if he is entitled to allowances

Period Admissible.

194. Only one day *is allowed for joining an appointment* which does not necessarily involve a change of residence.

195. *In cases involving* a change of station Joining Time is calculated as follows, *subject to a maximum of thirty days* Sundays not actually spent in travelling are not included in the calculation —

(i) Six days for preparation, and, in addition thereto,—

for the portion of the journey which the officer travels or might travel—	*a day for each.*	
By railway	200 miles	
By ocean steamer	150 "	or any longer time actually occupied in the journey
By river steamer	80 "	
By mail cart or other public stage conveyance drawn by horses	80 "	
In any other way	15 "	

An extra day is allowed for any fraction of distance over that prescribed

(ii) When part of the journey is by steamer, the days intervening between the officer being set free from his office, or, if he has no office, receiving his orders, and the departure of the steamer, or his start duly regulated to catch the steamer, shall be added

NOTE —[An officer whose salary does not exceed R100 a month should not ordinarily be required to travel by mail cart or other public stage conveyance drawn by horses]

196 By whatever route the officer travels, his *Joining Time shall*, unless the Local Government specially permit otherwise, be calculated by the route which travellers habitually use

Extensions.

197. If the *Local Government* is satisfied that an officer has, through no fault of his own, been unable to avail himself of the usual mode of travelling, it may extend even the maximum Joining Time of thirty days. But in that [1] case it should report its proceedings to the Government of India in the Finance Department with a full statement of the circumstances of the case.

198. The *Local Government* may, for reasons stated, extend the Joining Time admissible by rule if it considers such extension necessary for the public convenience, or for the saving of public expense, as, for example, to prevent unnecessary and merely formal transfers. This rule applies in cases falling under Article 194 as well as those falling under Article 195, and is subject to the maximum of thirty days in all.

198A. The Joining Time of Officiating Munsifs in Bengal, who are transferred from one station to another during a vacation, may be extended up to the end of the vacation under the orders of the *Local Government*. The thirty days' limit does not apply in such cases.

199. On being satisfied that the rules have, in any particular case, operated hardly, as, for example, if an officer has, through no default on his part, missed a steamer, or fallen sick on the journey, the *Local Government* may (provided the maximum of thirty days is not exceeded), for reasons stated, allow concessions in excess of what is admissible by these rules, on such conditions as to allowances or otherwise as it may think fit. Such concessions must not be made as a mere indulgence or otherwise than because the rules do not appear to provide reasonably and equitably for the case.

200. If the officer satisfies his new departmental superior that notwithstanding due diligence on his part, the journey has occupied altogether more time than is allowed by the rules, the time actually occupied may be allowed. Provided that the maximum of thirty days is not exceeded.

201. The *Audit Officer* shall bring to the notice of the *Local Government* any concession made under the preceding Article which seems to him improper or unreasonable, and shall move the *Local Government* to report to the Government of India any concession made under Article 199, or extension made under Article 198, which appears to him contrary to the spirit of those rules. The *Local Government* may not, in either case, finally overrule the *Audit Officer* without a reference to the Governor General in Council.

1 Upon the application of the Local Government, the Government of India will sanction any necessary relaxation or modification of these rules in exceptional localities where their general application would operate harshly.

When Leave Intervenes.

202. When an officer, after giving over charge of his office at one station, on transfer or reversion to another office, takes Privilege or Examination leave before joining the office to which he has been transferred, or to which he has reverted, or when an officer, while on Privilege or Examination leave, is transferred to a station other than that from which he took leave, he is entitled to Joining Time in addition to his Privilege or Examination leave.

The Joining Time of an officer transferred during Privilege or Examination leave will be counted from his old station, or from the place where he receives the order of transfer, whichever calculation would entitle him to the less Joining Time.

203 If an officer, during [illegible] new station.

Appointment Changed.

[illegible]

Allowances

205. Except in the case mentioned in Article 208, an officer will draw, during *Joining Time, the pay or salary* which he drew in his old appointment or that which he will draw on joining his new appointment, whichever may be less Provided that an officer transferred from one officiating appointment to another shall not draw any acting allowance during Joining Time if he had not a superior lien on either of the officiating appointments to that of the officer relieved by or relieving him If the officer is entitled to tentage in his old appointment and tentage is also attached to his new appointment, he may draw tentage during Joining Time at the lower of the two rates.

[illegible] mes Privilege or Examina- [illegible] Joining Time,—that is to [illegible] Time admissible by rule, in excess of his Privilege or [illegible] absent from duty,—must be calculate [illegible] me allowance would have been calculate [illegible] he is transferred directly.

207. If a Member of the Indian Civil Service, on his first arrival in India, is unable, from illness, to proceed to the seat of the Government to which he is attached or to any other station to which he is ordered to proceed direct, the Local Government in whose jurisdiction he is, may, on medical certificate, grant to him a Subsistence Allowance of two hundred and fifty rupees a month for not more than two months Time thus spent is not *Active Service*

208. An officer, who is not in the Indian Civil Service or in the Army, and who h[illegible] any allowance during Jo[illegible]ffice, is transferred to [illegible], *Local Government* may allow him to draw, during his transit, the allowance to which he would be entitled under Article 205.

Exceeding Joining Time

209 An officer who does not join his new appointment within his Joining

Time is entitled to no allowances after the end of his Joining Time, and after a week ceases to have a lien on any appointment But if the *Local Government* considers that his default was due to circumstances beyond his control, it may exempt him from the loss of his appointment

NOTE.—[The expression "allowances" in this Article does not include travelling allowances]

Ministerial Officers

210 The rules in this Chapter apply to a ministerial officer who with the consent of the head of his office, or under the orders of competent authority, is transferred to service in another office on grounds of public convenience only, and not at his own request, for his own advantage, or in consequence of any fault on his part

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Chapter X.—Officers dismissed, suspended, or imprisoned.

Members of the Indian Civil Service

211 A Member of the Indian Civil Service is entitled when under suspension to the subsistence allowance of his rank (*See Article 127, Rule 1*)

Military Officer in Civil Employ

212 A Military Officer in civil employ is entitled when under suspension to the pay and allowances of his rank

Other Officers

213 Saving as provided in Article 215 (*b*), the salary of an officer who ' r n the date of his dismissal, no allowances period occupied in his prosecution of appeals

214 Saving as provided in Article 215 (*b*), an officer suspended from office as a penalty for misconduct is entitled to no salary while he is absent from duty

215 Subject to the proviso that, without the permission of the *Local Government*, no expenditure may be incurred in excess of what would have taken place if the officer had remained on duty—

(*a*) Subsistence allowance, at a rate not exceeding one quarter of his salary

may be granted by the authority suspending him to an officer removed from office pending enquiry into his alleged misconduct Provided that, if the officer is a European, his subsistence allowance should not commonly be less than R25 a month if his salary be less than R100 a month, the rate may be increased accordingly An officer of the Marine Department, whose duties are not confined to the shore, will draw, in addition to the subsistence allowance, rations, or, when rations are not issued, compensation in lieu thereof

NOTE—[This subsistence allowance is authorized as a matter of grace only and cannot be claimed as of right The authority suspending an officer in temporary employ, if he considers that some allowance should be granted to the suspended officer, may sanction allowances not exceeding those authorized in this Article In deciding whether such allowances should be granted, the period of the temporary employment should be taken into consideration]

(*b*) If the suspension of an officer as a penalty for misconduct is, upon reconsideration or appeal, held to have been unjustifiable or not wholly justifiable, or if an officer dismissed from office or suspended pending enquiry into his alleged misconduct is, after enquiry, or upon reconsideration or appeal, reinstated, then the revising or appellate authority may grant to the officer, for the period of his absence from duty—

(i) if the officer is honourably acquitted, full salary,

(ii) otherwise, such portion of his salary as to the revising or appellate authority may seem expedient

Committals to Prison.

216. When a servant of Government is committed to prison either for debt or on a criminal charge, he should be considered as under suspension from the date of his arrest, and not allowed to draw any pay until the termination of the proceedings against him, when an adjustment of his allowances will be made according to the circumstances of the case, the full amount being given only in the event of the officer being acquitted of blame or (if the imprisonment was for debt) of its being proved that the officer's liability arose from circumstances beyond his control —[*Extract from Despatch from the Secretary of State, No. 60 of 1859, dated the 22nd December.* (*Circular in the Home Department, dated 6th February 1860*)]

Convictions.

217. [illegible] convicted of any offence, a copy of [illegible] the Department in which he is em[illegible] case as may be deemed proper may be taken at once.—(*Circular in the Home Department, dated 7th August 1868*)

Leave while under Suspension.

218. Leave of absence for a definite period is not admissible to an officer who has been suspended from duty. If permission to proceed to England is granted in such a case, it should only be for such period as the Secretary of State may determine.

Articles 216—218.

PART III.—LEAVE RULES.

GENERAL ARRANGEMENT.

PART III.—LEAVE RULES.

Chapter XI.—General Conditions of Leave.

Section I.—General Rules.

Extent of Application.

219. The rules in this Chapter apply to all Officers in [illegible] except in as far as they are inconsistent [illegible] of leave which obtain in the case [illegible]

(a) Lieutenant-Governors and Members of Council (see Chapter XXII).

(b) Judges of the High Courts (see Chapter XXIII).

(c) *Barristers* holding the appointments of Judge of the Chief Court of the Punjab, First Judge of the Small Cause Courts of Presidency Towns, Recorder of Rangoon, or Secretary to the Government of India in the Legislative Department (see Chapter XXIV)

(d) *Statutory Civil Servants* (see Chapter XXVI)

(e) Ecclesiastical Officers (see Chapter XXVII)

(f) *Military Officers subject to the Military Leave Rules* (see Chapter XXVIII and Appendices Nos 11 and 12).

(g) Law Officers (see Chapter XXX).

(h) State Railway Establishments (see Chapter XXXI)

(i) Bengal Covenanted Pilot Service (see Chapter XXXII).

(j) Port Blair Police (see Chapter XXXIII)

(k) Officers serving under Special Contracts (Their contract(2))

1 An officer under contract (1) is not entitled to leave, except in accordance with the terms of his contract But if a Civil Engineer or other Officer belonging to one of the classes enumerated [illegible]

NOTE (1)—[See Note under Article 384]

NOTE (2)—[If the health of an officer, who is serving under an agreement which does not give a title to leave until the expiry of a fixed period, fails during that period, his engagement should be terminated, unless—

(i) he has exhibited such special ability that it is desirable on public grounds to retain [illegible] leave allowance and any passage.

[illegible] to return to duty at or before [illegible]

In cases in which the engagement is not terminated, leave may be granted for a period not exceeding six months and on allowances not exceeding half pay]

Article 219.

Discretion of Government.

220. (*a*) Leave of absence can never be claimed absolutely as of right. Nothing in these Regulations must be understood to limit the free discretion of the Government to refuse, or revoke, leave of absence of any description, at any time, according to the exigencies of the Public Service.

(*b*) The *Local Government* may refuse to grant the full amount of leave applied for in any case, and should, by the exercise of this power, so regulate the date of an officer's return from leave as to cause as little change as possible in administrative arrangements.

[illegible] nple powers for regulating leave [illegible] ations for leave the following [illegible]

1 —*Circular in the Home Department, No 22 (Public) dated 16th May 1884* —"In paragraph 4 of the Home Department Resolution No 24—885 96, dated the 6th July 1883, the Government of India intimated to Local Governments and Administrations that the Secretary of State had approved of the principle to which attention was drawn in paragraph 7 of the Resolution No 33—1343 54 of the 7th September 1882, of imposing a check on the abuse of the Civil Furlough Rules [illegible]

his complete recovery"

* * * * * * * *

[illegible]

221. [illegible] to [illegible] rep[illegible] Department.

Maximum Leave Admissible.

222. After five years' continuous absence, whether with or without leave, an officer is considered to be out of Government employ.

1 In Despatch No 87, dated 15th March 1883, the Secretary of State noticed a case in which a Local Government had granted to an officer Extraordinary leave for three years under *Chapter XIII, Article 366*, in extension of two years' leave previously granted, and made the following remarks —

"It appears to me that considerable misapprehension exists in India in regard to the meaning of the rule contained in Article 222 of these Regulations which was framed in analogy with the

provisions of Statute 33, Geo III, Cap 52, s 70, and which provides that after five years' continuous absence, whether with or without leave, an officer is considered to be out of Government employ In cases like the present, it seems to be thought that this rule merely indicates the maxi- [illegible] ciple on which the rule should be worked: and I have therefore to request that you will draw the attention of the various Local Governments to the fact that, in any recommendations they may have to make in cases similar to that of Mr A, the view of the rule laid down in this despatch should invariably be borne in mind' —*Resolution No 463, dated 30th April 1883*

NOTE.—[This Article does not apply to officers transferred to Foreign service in India]

Recalled from Leave.

223. An officer recalled to duty before the expiry of leave of any kind is entitled to take the balance of his leave, together with any leave of the same kind subsequently earned, as soon as he can be spared from duty. Time occupied in the voyage to India on recall from recognised leave out of India counts as active service under Article 11 (m).

224. An officer recalled to duty before the expiry of any recognised leave out of India is entitled to free passage to India, besides travelling allowance from the port of debarkation in India to the Station to which he is posted During the voyage to India, leave allowances only are granted.

225. An officer recalled to duty before the expiry of leave in India, other [illegible] g time between appoint- [illegible] to which he is ordered, [illegible] urney to the Station to which he is posted.

226. An officer recalled to duty from Privilege leave is entitled to no concession except that mentioned in Article 223.

Section II.—Service qualifying for Leave.

Temporary Service.

227. An officer holding a temporary or officiating appointment only is not

entitled to leave of any kind, but a limited amount of leave may be allowed to such an officer under the conditions hereinafter stated

NOTE (1) —[This Rule does not apply to State Railway officers whose service is classed under clauses (c) and (d) of Article 728]

NOTE (2) —[Officiating and temporary service if it counts for pension counts also for leave other than privilege leave the latter is specially provided for by Article 273]

Probationers and Apprentices.

228. (a) An officer appointed as Probationer for a certain period before formal appointment, is entitled to the same leave as if he held a substantive appointment

(b) Police probationers and temporary and officiating Assistant Superintendents of Police in all Provinces count *their service towards leave,* provided they have passed their examinations, have served two years in the Department, and have attained the age of 20 years

229. (a) Service as an Apprentice (excepting an Engineer or Examiner Apprentice in the Public Works Department) does not qualify

(b) No leave can be granted to an Apprentice Overseer in the Public [illegible] by a medical certificate When leave on [illegible] Apprentice Overseer, Public Works De- [illegible] pay may be granted to both Civil and Military Apprentices, provided that *those of the latter shall not be less than* their Military pay and allowances Time spent as Apprentice Overseers in the Public Works Department counts towards leave when they are appointed to the Department

Service rendered under other Rules.

230 Except in the following cases, an officer transferred to an office to which these rules apply is not entitled to leave under them in respect to service rendered in an office to which they do not apply

(a) An Apothecary appointed to be an Assistant Surgeon under the 46th paragraph of the General Order of the Government of India in the Military Department, No 550, dated the 5th June 1868, may count his service as a Warrant Officer [illegible] the understanding that any leave [illegible] an officer of the Military Subord[illegible] ant grade will be treated as if it had been taken under these Regulations

(b) A Military Hospital Assistant who, under Resolution in the Home Department, No 16, dated 9th January 1878, is transferred to the civil branch of the Subordinate Medical Service, may count his military service, provided that any leave taken during this service shall be counted as leave taken under these Regulations

Service in the Army

231. (a) Service in the Army, which, under Article 388, counts towards civil pension, qualifies also for leave Any leave taken by an officer during

Articles 228—231.

such service will, in the calculation of future leave, be treated as if it had been taken under these Regulations

(*l*) Otherwise, save as provided in Articles 230, 275 and 276, these Regulations do not apply to Military Officers or Soldiers, or to the Military Branch of the Subordinate Medical Service

Service before Resignation.

232. Save as provided for in Articles 233 and 234, an officer who is discharged from, or resigns, the Public Service, and is re employed after an interval, cannot, without the sanction of the Government of India, count his service before discharge or resignation towards leave after re employment

233. An officer discharged from the Indian Navy on its abolition, and subsequently re-employed, may count his Naval service towards leave after re- [illegible] occurrence of a moderate interval between [illegible] avy and his first re employment Any leave [illegible] Indian Navy will be treated, in calculating the leave due to him under these Regulations, as if such leave had been taken under the rules to which he became subject on re employment.

234. The Authority who, on revision or appeal, reverses an order dismissing an officer, may declare that, as regards qualifying service, the dismissal reversed shall be held to have been suspension followed by reinstatement

No. 19.

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Insert the following as a new Article —

235A. After a continuous service of three years, a Private Secret[illegible] who e case is not provided for by the preceding article, may be granted l[illegible] on medical certificate to the extent of one year with a leave allowance e[illegible] to half his salary, and subject to a maximum of £1,000 a year —(19) (Fin[illegible] Department No 1818 dated 3rd May 1892)

[illegible] for the purposes of this Part of these Regulations, [illegible] a substantive appointment If leave is granted to such an officer, he is not entitled to any allowance whatever during his absence

Police Officers.

237. A Police officer who, under Article 554, has elected to abide by Scale A in Article 552, is subject to the Leave Rules which applied to him before the abolition of the Police Superannuation Fund

Foreign Service and Service under Local Funds.

238. The rules regarding the furlough allowanc eof officers lent to

Foreign Service, including service under Her Majesty's Government in England or under any Colonial or Foreign Government outside of India, and regarding privilege leave allowance of officers taking employment under the Egyptian Government, are contained in Part VII

239 The leave allowances of an officer not subject to the Foreign Service Rules (Part VII) who has served in any appointment the salary of which has been derived either wholly or in part otherwise than from Indian Revenues, shall be charged according to the *Rule of Proportions*

Section III.—Retention of Appointment

Lien on Appointment.

240 (*a*) *Subject to his good conduct and efficiency*, an officer under the European Service Leave Rules, on Ordinary [illegible] a lien on his substantive appointment, or on [illegible] like character and not less pay He has no [illegible]

(*b*) On other furlough, a Member of the Indian Civil Service or a *Military officer subject to the Civil Leave Rules*, has no lien, but a Civil Engineer or other officer subject to the European Service Rules has a lien (*See also Article 345*)

241. An officer on "long leave" has no claim to substantive promotion, but there is no objection to such promotion (*See Article 76*)

242 An officer on leave may not surrender his lien on his substantive [illegible] the officer's misbehaviour or ineffi- [illegible] bstantively, even for a time only, [illegible] without transferring the officer *to another substantive appointment of not less pay*. *The saving which accrues* to the State by paying acting, instead of substantive, allowance, must be carefully secured as a set off against the cost of leave allowances

NOTE —[This Article does not interfere in any way with a provisional appointment under Article 109 or with a substantive *pro tempore* appointment under Article 110]

243 An officer cannot obtain Ordinary Furlough or retain allowances under Article 346 unless he has a substantive appointment A Military officer who has no substantive civil appointment, and has not been in continuous civil employ for at least three years, continues subject to Military Rules, and can only get Military Furlough Allowances

NOTE —[A Military officer holding the appointment of Commandant or Adjutant of the Burma or Assam Police Battalions retains a lien on his appointment while on furlough under the Military Leave Rules to which he is subject.]

Compulsory Retirement.

244. If a Local Government considers it inexpedient that an officer should return from leave out of India, it should furnish a complete statement of the circumstances to the Secretary of State (in the case of the Government of Madras or Bombay, direct, or otherwise, through the Government of India), if possible, when the Furlough or Special Leave is granted, but, in any case, in time to enable the Secretary of State to take any measures that may seem to him necessary before the officer would, in ordinary course, be permitted to return to duty. The report to the Secretary of State should reach the India Office, at latest, three months before the end of the officer's leave.

245. If a *Local Government* decides, before an officer whom it has the power to remove from the Service leaves India, that he shall not be permitted [illegible] he leaves India, [illegible] be considered on [illegible] use Such notice [illegible] then communicated to him through the Secretary of State

246. If the question to be determined is the propriety of removing an officer for incapacity, whether mental or physical, which is of such a nature that it is not possible to say, before his departure, whether it will be permanent or temporary, the *Local Government* should report the circumstances fully (in the case of the Government of Madras or Bombay, direct, otherwise through the Government of India) to the Secretary of State for India, in time to enable him to take any necessary measures before the officer would, in ordinary course, be permitted to return to duty A communication of this nature should not be made direct to the officer concerned, but only to the Secretary of State.

247. Articles 244 to 246 must not be understood to authorise the grant of Furlough to an officer who ought to be dismissed or removed from the Service for misconduct or general incapacity.

Abolition of Appointment.

248. In the same way the abolition of the appointment of an officer absent on leave out of India should be communicated to the Secretary of State as long as possible before the officer would, in ordinary course, be permitted to return to duty.

Vacating Appointment.

249. No officer's appointment becomes vacant simply by reason of his taking leave under the Indian Service Leave Rules But absence without leave, or after the end of leave [except in the case of the week's grace allowed by clause (ii) of Article 261 (a)], involves loss of appointment.

250. The Secretary of State, in granting to officers extension of leave, sometimes declines to guarantee retention of appointment, if there is no time to communicate with the *Local Government* in India

Section IV.—Commencement and end of Leave.

Commencement of Leave.

251. Ordinarily if an officer makes over charge of his office before noon, his leave in India begins on and includes the day on which he makes over charge, otherwise it begins on and includes the following day, but if the absence of the officer does not involve the immediate deputation of any officer from another station, or any formal transfer of charge in the way of taking over money, or the like, then the absentee may leave his station at the close of the last day on which the office is open for business before his leave begins In such case the several transfers of charge dependent upon the departure of the absentee shall take effect from the close of the last working day as aforesaid. But, subject to the provisions of Article 359, the leave of the absentee and the re-arrangement of allowances, if any, depending upon his departure, shall begin from, and include, the first day thereafter on which the office is open for business The actual date of the officer's departure from his station must, however, always be reported.

Note —[For the purposes of this Article the office is regarded as closed for business only on Sundays and gazetted holidays]

252. The rules regarding commencement of leave out of India will be found in Article 359.

253 An officer taking Furlough or Special Leave out of India must report his embarkation, through the *Audit Officer*, to the *Local Government* (or other authority) which granted his leave, and his arrival in England to the Secretary of State.

Termination of Leave.

[illegible]

on a Sunday or gazetted holiday, and he take charge before noon on the first working day after such Sunday or Holiday, his assumption of office and the re arrangement of appointments and allowances (if any) consequent thereon shall be held to have taken place on the day after that on which his leave ended [illegible]

Articles 251—254.

General Conditions of Leave.

the *Local Government* shall decide which officer shall be held to have been in charge, and to which the salary of the office for the Sunday or Holiday shall be paid.

255. If charge of an office is transferred after noon, the transfer does not affect allowances until the next day.

Section V.—Return to Duty.

Note.—[With the exception of Article 263, this Section applies to Military Officers subject to the Military Leave Rules only in respect to leave of absence granted in the Civil Department.]

Permission to Return.

256. An officer may not, without the permission of the Authority which granted him leave, return to duty more than fourteen days before the end of Long Leave. This rule applies to a *Military Officer subject to the Military Leave Rules*, but he must obtain permission to return to duty from the *Local Government*.

257. An officer on Long Leave in Europe may not return to India without obtaining the permission of the Secretary of State. He must apply for this permission at least three months before the end of his leave. An officer whose Long Leave was granted or has been extended on medical certificate, is required to produce a certificate of fitness before he can be permitted to return to duty. Ordinarily, he must obtain this certificate from the Medical Board of the India Office, but in special cases, particularly if the officer be residing at a distance of more than sixty miles from London, the Secretary of State will, at his discretion, accept a certificate from two medical practitioners in lieu thereof.

257A. An officer on leave on medical certificate in India or in any place out of [illegible]
bef[illegible]
by [illegible]

258. An officer is not entitled, at the end of Long Leave or Subsidiary Leave affixed thereto, to resume, as a matter of course, without further orders, the particular appointment which he vacated before his Long Leave. He should report his return to duty in the manner prescribed in Article 260 and await orders.

Change of Appointment.

259. If the appointment of an officer is changed during Long Leave in India, he must join his new appointment within his leave But the *Local Government* may allow him joining time, if he have not had sufficient notice of the change During such joining time his allowances will be the same as for subsidiary leave on return from furlough.

Report of Return.

260. A gazetted officer must report his return to duty to the *Local Government* under which he is employed A Member of the Indian Civil Service on the Bengal Establishment employed directly under the Government of India, returning from Long Leave, must also report his return to the Government of India in the Home Department.

Overstaying Leave.

261. (*a*) An officer who remains absent after the end of his leave is entitled to no allowance for the period of such absence, and ceases to have a lien on any appointment,

(i) [illegible]

(ii) if it was Special Leave under the European Service Leave Rules, Leave on private affairs under the Indian Service Rules, or Privilege Leave,—after a week, unless, in the case of officers stationed in the Andamans and Nicobars, the overstay is authorised by clause (ii) of Article 282 (*a*)

[illegible]

262. If the *Local Government* is satisfied that the default of an officer is due to circumstances beyond his control, it may exempt him from loss of appointment under clause (*a*) of the preceding Article, but not from loss of allowances during the period of his absence without leave The *Local Government* may authorise the payment to an officer subject to the Indian Service Leave Rules of as much as it thinks fit of any allowances during Subsidiary Leave under clause (ii) of Article 352 (*a*), to which he would have been entitled if he had not remained absent after the end of his Furlough, or Leave on private affairs, or Leave on Medical Certificate

263 So long as an officer retains a lien under Section III, or if he is exempted under the preceding Article from loss of appointment, absence after the end of his leave, though not counting as *Continuous Service*, does not operate as an interruption of *Continuous Service* or *Continuous Active Service*.

Section VI.—Extension and Commutation of Leave.

General Rules.

264. No kind of leave, except Extraordinary Leave without allowances under Articles 366 and 372, leave under Article 321, and in certain cases Examination Leave, can be granted in continuation of any other kind of leave; but any leave granted under these Regulations may be restrospectively changed for any other kind or period of leave for which the officer was qualified when the leave was originally granted; and the *Local Government* may commute retrospectively periods of absence without leave into leave without allowances (*see Article 464 in Part II*). Subsidiary Leave is not, for the purposes of this rule, regarded as a continuation of leave.

[illegible]

wrote upon the second case:

"In permitting C. D. to take Privilege Leave and Special Leave together you have followed [illegible]

[illegible]

265. The grant or extension of Furlough, under Article 264 (otherwise than on medical certificate), is subject to Proviso (iv) under Article 340(*b*).

[illegible]

266. [illegible]

ed as leave on medical certificate.

267. Extraordin [illegible]
pectively into leave [illegible]
be given in continu [illegible]

Extension of Leave out of India.

268. (*a*) An officer absent on Long Leave in Europe or in any of the colonies in America or the West Indies, who wishes to have his leave extended

or commuted, must apply to the Secretary of State about three months before the expiration of his leave and produce with his application evidence that the *Local Government* had been referred to by him, and that the *Local Government* had no objection to the extension or commutation desired

1 In the case of a Commissioned Medical Officer serving in the Bengal Presidency or Burma, or directly under the Government of India the *Local Government* should make a reference to the Surgeon General with the Government of India before granting the permission

(*b*) This Rule will be strictly enforced, and officers returning to India, at times other than those fixed for them by their own Government, must understand that they are liable to be kept on subsistence allowance until a suitable vacancy occurs to which to post them.

(*c*) The Secretary of State, however, reserves to himself the power of granting extension or commutation of leave to an officer, in any case in which it appears [illegible] the application being made [illegible] *overnment*; but, in the event of [illegible] ate to communicate with the Government of India or the Government of Madras or Bombay by telegraph in regard to any such application, the cost of the telegrams to and from India will be charged to the applicant

(*d*) Furlough out of India on medical certificate may be commuted into [illegible] when the ou[illegible] certified, [illegible] When [illegible] lying for [illegible] *Government* to which he is subordinate consents to the extension of his leave

Applications for extensions of commuted furlough on medical certificate should be dealt with by Local Governments in such a way that officers who have preferential claims to furlough under Article 342 are not thereby debarred for a considerable time from availing themselves of the furlough at their credit

NOTE —[This Article applies to the placing of officers who are on leave out of India on special duty in extension of the leave]

269 An officer on Long Leave in any of the colonies or dependencies named in Appendix No 17, except the colonies in America or the West Indies, who wishes to have his leave extended or commuted, must apply to the *Local Government* or other authority in India which granted the original leave three months before the expiration of the leave. Whenever leave is extended or commuted under this Article, the fact should forthwith be notified by the *Audit Officer* to the Government of India in the Finance Department in order to its being communicated to the Secretary of State with a view to the payments by Colonial Treasurers or Staff Officers being checked.

Privilege Leave.

270 When Privilege Leave is, on medical certificate, retrospectively changed for Furlough out of India, so much of the leave passed before the departure of the vessel in which the officer sails may be treated as Subsidiary Leave under clause (i) of Article 352 (*a*) as might have been granted as Sub-

sidiary Leave if the officer had originally obtained Furlough and not Privilege Leave, notwithstanding that a portion of such retrospective Furlough has been passed in India.

Military Officers

271. In the case of a *Military Officer subject to the Military Leave Rules*, leave may be retrospectively commuted by the Authority which granted it to any other kind of leave which the said Authority would have been competent to allow when the original leave was sanctioned

NOTE.—[Articles 268 to 270 apply to *Military Officers subject to the Military Leave Rules*]

Chapter XII.—Short Leave.

Section I.—Extent of Application.

General Limitation.

272 The rules in this Chapter regulate the short leave of all[1] officers in civil employ (whatever may be the rules to which they are subject in regard to other leave) except—

(*a*) The Governor General, Governors, Lieutenant Governors, and Members of Council (see Chapter XXII)

(*b*) Judges of the High Court (see Chapter XXIII)

(*c*) *Barristers* holding the appointments referred to in Chapter XXIV, except as stated in that Chapter

(*d*) Ecclesiastical Officers except Articles 312 and 314 (see Chapter XXVII)

(*e*) Law Officers, except as stated in Chapter XXX

(*f*) State Railway Establishments, except as stated in Chapter XXXI.

(*g*) Bengal Covenanted Pilots, except as stated in Chapter XXXII

(*h*) Port Blair Police (see Chapter XXXIII)

1 Military Officers and Subordinates of the Army employed in the Military Works Department are subject to these Regulations as regards privilege leave but as regards leave generally are treated as in military employ —(*Secretary of State's Despatch (Military) No 151 dated 28th June 1893*)

Temporary Service.

273 (*a*) An officer who has a temporary or officiating appointment only may be allowed Privilege leave, without losing his lien on such appointment, if

no substitute is required, or if his duties can be provided for without additional expense

(b) If such [illegible] to a permanent offic[illegible] duty qualifying for [illegible]

NOTE —[*This rule does not apply to the State Railway officers whose service is classed under* clauses (c) and (d) of Article 728]

Non-continuous Establishments.

274. Privilege leave is not allowed to an officer employed in an establishment the duties of which *are not continuous, but are restricted to certain fixed* periods in each year (*See also Article 404 of Part IV*)

Petty Military Officers.

275. Privilege leave may be granted under this Chapter to a Military Hospital Assistant in civil employ upon condition that no additional expense is thereby caused. A Hospital Assistant is not entitled to *Privilege leave in* respect of duty done in the Military Department

276. Privilege leave to *Warrant Officers* employed in the Public Works Department is granted under the Rules in this Chapter.

Seamen.

276A. An officer or seaman attached to a Pilot vessel at the Sandheads, may, in addition to the Privilege leave admissible under the rules in this Chapter, be allowed one month's leave on shore, beginning on the date of his arrival at Calcutta, after four months' continuous duty at the Sandheads

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Section II.—Privilege Leave—Ordinary Rules.

Amount earned.

277. The amount of Privilege leave earned by an officer is one-eleventh part of the time during which he has been *on duty without interruption* *Provided* that no Privilege leave can be earned by an officer by duty performed while three months' such leave is due to him, and that, whenever duty is interrupted,

all claim to Privilege leave earned theretofore is forfeited Absence on Privilege leave, though not counting as duty, is not an interruption of duty within the meaning of this Article.

Calculation.

278. The calculation must be made as follows:—One *calendar month* for every eleven complete *calendar months* of duty, and one day for every eleven days of the balance.

Qualifying Service.

279. When an officer is first appointed to the Public Service, duty qualifying for Privilege leave does not begin until he takes charge of the office to which he is appointed.

280. Time spent on Subsidiary leave does not qualify for Privilege leave; but if an officer, returning from leave, not before the expiration thereof, be, only for the convenience of the Local Government and not for any fault of his own, prevented fro ... en, or be kept out of employ ... r Privilege leave begins on ... l. Government ready for duty.

281. (*a*) In calculating the Privilege leave of a *Military Officer subject to the Military Leave Rules*, no distinction should be made between an officer who has a substantive civil appointment and an officer who is merely officiating in the Civil Department.

(*b*) The leave is earned by uninterrupted duty in either the Civil or the Military Department. But such a Military Officer who has taken in any calendar year the whole or a portion of the Privilege leave which is admissible to him for that year, under the Rules of the Military Department, does not begin to count service for Privilege leave in the Civil Department until the first day of the following year

Limit.

... admissible at one time is by the

No. 225.

Page 71. Article 282 (a).

Substitute "1896" for "1891" in line two of the note un this Article.

such overstay, the officer ... towards future Privilege leave until he shall have served ... period of time proportionate to the amount of overstay,—that is, eleven times the period of overstay

NOTE—The concession in this clause has been extended for a period of five years from 1st July 1891 to all European officers serving in the Civil Department in Burma

(*b*) A man transferred on or before the 3rd May 1861 from the Army or the Oudh Military Police, or any other Military body, to the Oudh Civil Police, is allowed to accumulate Privilege leave on full pay to the extent of six months if his home is east of the River Indus, and seven months if his home is west of that river.

Amount due.

283. The Privilege leave due to an officer is the Privilege leave which he has earned since the last interruption of duty, less the period during which he has been absent on Privilege leave.

Interruptions of Duty.

284. If an officer remains absent after the end of Privilege leave, his duty is interrupted within the meaning of Articles 277 and 291. But if the *Local Government* considers that his default was due to circumstances beyond his control, it may remit the penalty

285. If an officer remains absent after the end of Examination leave, or of Joining Time, the period of absence cannot count as duty qualifying for Privilege leave, and, unless the absence is accounted for to the satisfaction of the *Local Government*, it is an interruption of duty within the meaning of Articles 277 and 291

286 Examination leave may, if the examination for which it is granted be successfully passed, and if the officer has not already had twelve months' Examination leave, count as duty qu[illegible] leave does not interrupt duty within [illegible] case of leave granted under clauses ([illegible] to pass the examination for which the leave is granted

287. Leave on medical certificate to a member of a State Railway Revenue Establishment under Article 730 is not an interruption of duty

288 Suspension from office as a penalty for misconduct is an interruption of duty within the meaning of Articles 277 and 291.

289. The suspension of an officer from office pending enquiry into his conduct interrupts his duty or not as the *Local Government* may in each case decide Time passed under such suspension does not qualify for Privilege leave, unless, in any case, the *Local Government* expressly orders that it shall so qualify

290 "Leave in India" under Rule 1 of the Leave Rules for the Staff Corps (Indian Army Regulations, Volume I) is an "interruption of duty" within the meaning of Articles 277 and 291 (*Letter No 4870, dated 5th September 1868, from the Finance Department, to the Accountant General, North-Western Provinces and Oudh*)

Condition of Grant.

291. To an officer who has been on duty, without interruption, for eleven calendar months, and who has not, for six calendar months, been absent on

Short Leave.

Privilege leave, the whole or any part of the Privilege leave due to him may be granted.

1. The condition prescribed in this Article by which an interval of six months is required to elapse between two periods of absence on Privilege Leave, does not apply to officers of the State Railway Revenue Establishment referred to in Articles 730 and 732

Lien on Appointment.

292. An officer on Privilege leave has a lien on his substantive appointment; he has also a lien on his officiating appointment, so long as it is not resumed by an officer having a superior lien on it.

Leave Allowances.

293. Except as provided in Articles 294, 306(*b*), and 310, an officer on Privilege leave is entitled to a leave allowance equal to the salary which he would receive if he were on duty in the appointment on which he has a lien, and he is entitled to this allowance even though another officer be appointed to act for him.

294. No extra expense may be imposed on the State in respect to the Privilege leave of an officer whose pay is less than R100 and who is allowed Privilege leave for more than one month at a time.

1 Privilege leave for one month at a time may be granted to an officer in superior service whose *pay* is less than R100 a month without regard to the fact that extra expense is thereby imposed on the State [see Note to Article 162 (i)] This rule does not authorise any departure from the rules laid down in Chapter V, Articles 119 to 123 (Privilege leave vacancies)

2 Civil Medical pupils of the Lahore Medical School who have passed their final examinations for Hospital Assistant, may be granted leave on full pay for a period not exceeding one month

3 Superintendents of the following light houses in the Madras Presidency are, provided they are not regularly relieved and permitted to spend a portion of their time away from the light house on full pay, exempted from loss of absentee allowance under this Article —

Armeghon	Point Divi.
Santopilli.	Pulicat
Hope Island	Muttum

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Article 295.

Insert the following "NOTE" *under this article :—*

NOTE — [The subsistence allowance of a Military Officer subject to the Civil Leave Rules is the same as that of an Indian Civil Servant (see Article 127, rule 1) —(2) (Financial Department No 2[illegible] dated 11th June 1892)

297. A non-gazetted officer whose salary is less than R200 a month is not entitled to receive his allowances for the period of his leave till he returns to duty; he may, however, with the special sanction of the Head of his Office, receive in advance the allowances which would, but for this rule, become payable to him on the first and second pay days included within the period of his

leave. Such advances will be drawn from the Treasury as final establishment charges

[illegible]

d y of the month for which they are earned instead of granti g an advance under this Article

298 If an officer, on transfer from one appointment to another, obtains Privilege leave without joining his new office, his leave allowance shall not be less than it would have been if he had joined his new office before taking leave

299 If Privilege leave is granted to an officer who holds an appointment sanctioned only for a limited time and for a special purpose, he is not entitled, during Privilege leave, to any special allowance attached to the appointment.

Local Allowances how affected.

300 A *Local Allowance* may be drawn by an officer on Privilege leave only if there is no *locum tenens* to whom it is payable

1 *An officer on Privilege leave may draw Presidency allowance or Presidency house-rent provided that no extra expense is thereby caused to the State*

2 The *Local Allowances* known as Burma Assam and Baluchistan allowances may continue to be drawn by officers on Privilege leave provided that the grant of leave does not necessitate the transfer within the limits of the Province of an officer from outside the Province

NOTE —[A Police Inspector in Madras on Privilege leave may draw any horse allowance to which he is entitled while on duty provided that such allowance is not claimed by an officer officiating for him during his absence]

House rent, Horse Allowances, etc.

301 In the Bombay Presidency, an officer on Privilege leave may draw the house rent attached to his appointment, if he places his house at the disposal of the officer, if any, who officiates for him The officiating officer cannot, in such case, draw the house rent attached to the appointment But if the officer, for a reason which the Local Government considers sufficient, refuses the accommodation placed at his disposal, the allowance is to be drawn by him and not by the absentee

302 An Assistant in the Geological Survey of India on Privilege leave may draw the house rent and horse allowance of his office, provided that they are not claimed by an officer officiating for him during his absence

303 A Military Medical Subordinate employed in the Civil Department may, when on Privilege leave, draw the special allowances of his appointment, such as house rent, horse allowance, etc, provided that they are not drawn by any other officer during his absence

Tentage.

304. In the Madras Presidency, an officer on Privilege leave is entitled to draw his ordinary tentage, the officer officiating for him being allowed to draw only the tentage of his substantive rank

305 In the Bombay Presidency, Superintendents and Assistant Superintendents of the Revenue Survey Department on Privilege leave may draw their tentage on the conditions prescribed as to house rent in the Bombay Presidency in Article 301.

Section III—Privilege Leave in cases of regular Vacations

306 (a) Privilege leave is not admissible to District and Sessions Judges who are permitted to avail themselves of the periodical Court vacations, or to Officers serving in departments in which regular vacations are allowed, during which the officers are permitted to be absent from duty, as Judicial Officers, Educational Officers, Officers in a High Court

(b) But in case of urgent necessity, Privilege leave may be granted to any such officer under the ordinary rules, subject to the conditions—

(i) that [illegible]

(ii) tha [illegible]

307 The preceding Article does not apply to the case of an officer who is, by general or special orders issued by competent authority, prevented in any year from availing himself of the vacation or vacations by reason of his having to remain at his post on duty In such a case, Privilege leave may be granted under the ordinary rules —Provided always that the leave shall not in any case be combined with vacation

No— [illegible]

308 Sessions Judges in most Provinces are ordinarily required to dispose of certain criminal work at their stations during the periodical Court vacations, but the work to be done is often insufficient to require their presence at their stations during the whole vacation A Sessions Judge or other Officer whose work requires him to be present at his station for a portion of the vacation is eligible for Privilege leave under the ordinary rules, provided he has not been absent from his station for more than fifteen days of the vacation If he has been absent for more than fifteen days his title to Privilege leave is regulated by Articles 306 and 309 Any such officer applying for Privilege leave must attach to his application a certificate either—

(i) that he was not absent from his station for more than fifteen days or

(ii) that he was absent from his station for a specified number of days exceeding fifteen,

in any of the vacations included in the period of service by which the Privilege leave claimed has been earned

NOTE —Absence on duty whether within or out of jurisdiction is not absence from station for the purposes of this Article

Section V.—Hospital Leave.

Jail Warders; Postal Officers, Peons; and Guards.

320. A Jail Warder, Postman, Mail Carrier or Mail Coachman or a Peon or a ... not provided for in Article 321, ... medical aid as an out-door patie... at which he serves, may, without reference to the allowance paid to his substitute, be allowed half-pay for a period not exceeding six months altogether, in any one term of three years, whether such leave be taken in one period or by instalments The Director General of the Post Office may grant full pay for three months to a Postman, Mail Carrier or Mail Coachman under exceptional circumstances, as, for example, if he is wounded by robbers or a wild animal.

NOTE.—[The term 'Peon' in this Article includes a Process server of that class]

Police and Salt Department Officers.

321. ... Act of the Legislature (not being a member ... whose pay does not exceed R20, or an officer ... Department, or of the Madras Salt and Abkari Department, whose pay does not exceed R20, may, while sick in hospital or while receiving medical aid as an out-door patient at the Station or Head-quarters of the District in which he serves, be allowed, at the discretion of the Authority granting the leave, and in addition to any other leave admissible to him under these Regulations, leave of absence from duty for six months altogether in any period of three years, whether such leave be taken in one period or by instalments For the first three months of such leave, the officer may receive full pay, and for the remaining three months, half pay, without the restriction that no extra cost shall be imposed upon the State Provided always that this concession shall be confined strictly to cases in which illness shall be certified not to have been caused by irregular or intemperate habits

Marine and Military Establishments.

322. An Officer, Warrant or Petty officer, of the Indian Government sea going, inland, or harbour vessels and hulks, is, in case of sickness or injury, ordinarily treated on board his vessel, and is entitled to full pay for a period not exceeding six weeks If sent to a hospital, such an officer is, unless the disease or injury is certified by a responsible Medical Officer to have been caused by an offence such as Malingering, Wilful maiming, Wilful aggravating of disease or injury, Drunkenness, etc, committed by him, entitled to full pay for a period of six weeks, inclusive of any time passed on board his ship sick quarters Time thus spent in ship sick-quarters or in hospital on shore, up to a period of six weeks, is not an interruption of duty within the meaning of Articles 277 and 291 An officer of the Marine Department who holds a shore appointment is not entitled to this concession

323 A seaman disabled while in the discharge of duty may be allowed pay at harbour rates for a period not exceeding three months, provided that the injuries from which he is disabled are certified to by a Government Medical Officer, and are not owing to the seaman's own carelessness or inexperience, and that the vacancy caused by his absence is not filled up

324. An Engineer of the Marine Department, or an artificer attached to an Ordnance or Government Dockyard Establishment, or a syce in charge of a Government Stallion, or a Public servant in a Commissariat establishment may, during absence from work on account of injuries received in the course of his duty, be allowed full pay for one month, and thereafter half pay for three months The term "artificer" in this Article includes a temporary or extra artificer.

325. A Dockyard artificer on the permanent establishment may, in case of ordinary sickness, be allowed full pay for a week, if his work can be carried on without a substitute and without inconvenience, but no pay can be allowed to him—

(i) if it be necessary to appoint a substitute, or

(ii) if his absence be prolonged beyond a week, whether it be necessary to appoint a substitute or not

Provided that an artificer in the Bombay Dockyard who was in (permanent) employ on the 1st August 1879 may, on the submission of a medical certificate, be allowed half-pay for fourteen days (without *reference to the* allowance paid to his substitute, if any is employed), on the understanding that, at the time of falling ill, he has been continuously employed in the Dockyard for not less than twelve months

Hospital Servants, Madras

326 Half pay for a period not exceeding six months altogether, in any one term of three years, whether the leave be taken in one period or by instalments, may be granted to the following hospital servants of the Presidency

Police —District Superintendents, and Officers of higher rank

Marine —*Port Officers, Deputy* and Assistant Port Officers, and Officers of higher rank

Educational —Officers on the Graded List

Medical —*Civil Medical Officers* graded by the Notification in the Finance Department, No 2295, dated 25th April 1867

Political —Assistant Political Agents

Survey—

(i) *Trigonometrical Topographical and Revenue* —*Assistant* Superintendents of Survey and Officers of higher rank

(ii) Geological —Officers on the Graded List

Indian Museum —Superintendent and Deputy Superintendent

Meteorological —The Meteorological Reporter and Assistant Meteorological Reporter to the Government of India

Stationery and Printing —*Superintendent of Government Printing*, Government Central Press, Calcutta

Public Works —Assistant Engineers of the third grade and Officers of higher rank, Assistant Examiners of Accounts and Officers of higher rank, Officers of the Superior Revenue Establishment of State Railways

Special Admissions

331 (*a*) The officers whose names are entered in Appendix No 3 have also been admitted to the benefits of the Rules in this Chapter from the 3rd January 1872, being the day on which the despatch from the Secretary of State, No 451, dated 6th December 1871, was received

(*b*) The death, resignation, removal or retirement of any of these officers should be promptly reported by the Government, Department, or Head of Office under whom he is serving directly to the Government of India in the Finance Department.

332 It may be explained that the conditions precedent to the entry of the name of an officer in Appendix No 3 were that—

(i) he was *not* of purely Asiatic descent,

(ii) he held substantively, on the 3rd January 1872, one of the offices described in Article 330, and

(iii) his salary, on the 10th February 1876, was not less than six thousand rupees a year.

333 An officer to whom the Rules in this Chapter are declared applicable does not forfeit his privileges upon transfer to some office not included in Article 330, unless such transfer is ordered as a penalty, or because of the officer's inefficiency.

Articles 331—333.

Section II.—Furlough.

General Limitation.

334. The amount of furlough admissible to a Member of the Indian Civil S[illegible]ve *Rules*, and the aggregate [illegible] owances admissible to any [illegible] *330*), is six years. All the [illegible] this limitation

335. The following leave under other Rules is counted as Furlough under the preceding Article :—

(*a*) In the case of a Member of the Indian Civil Service —Furlough and leave with allowances on medical certificate, under former Rules ,

(*b*) In the case of a *Military Officer subject to the Civil Leave Rules* :—Furlough under Rules 1 and 6 of the Military Furlough and Leave Rules of 1875 ;

(*c*) *In the case of any other officer to whom these rules apply*,—Furlough and leave with allowances on medical certificate, and leave on private affairs under former Rules, or under the Indian Service Leave Rules

Leave after completion of term of Service.

336. (*a*) The limitations affecting Members of the Indian Civil Service whose term of service is complete, are prescribed in Article 614, and those affecting Military Officers, in Article 689.

(*b*) A Civil Engineer or other officer subject to the Rules of this Chapter may, after he attains the age of fifty-five years, be granted Privilege leave, or any Special leave (Article 348) to which he may be otherwise entitled, or Extraordinary leave without allowances under Article 366. The total leave granted, under the heads of Special or Extraordinary, must not exceed six months in all. To such an officer no other kind of leave may be granted, and any leave, *other than Privilege leave or Special leave*, granted to such an officer before the date on which he attains the age of fifty-five years, ceases to have effect on that date.

Furlough earned.

337. The amount of Furlough "earned" by an officer is one fourth of his *Active Service.*

338. (*a*) Provided that, in making this calculation for an officer promoted

from the "Indian Services," only half of the *Active Service* rendered by him in offices other than those included in Article 330 shall be taken into account

1 The whole of the *Active Service* rendered by the officer while officiating in any of the offices included in Article 330 is to be taken into account

(*b*) Provided also that a Military Officer subject to Civil Rules may prefix to furlough earned under Civil Rules an amount of furlough in respect of his Military service, calculated as follows —

(i) An officer who, at the time of coming under Civil Leave Rules, was subject to the Military Furlough Regulations of 1868 or 1875, may be credited with the furlough that may have accrued to him, less any furlough already taken which, under those rules, would reduce the amount of furlough due The amount of furlough accrued shall, in that case, be calculated proportionably on the whole service qualifying for furlough, without reference to the minimum periods of service which those rules require to be rendered before furlough can be granted.

(ii) The service for furlough of an officer who, at the time of coming under the Civil Leave Rules, was subject to the Leave Rules for the Staff Corps (1886), shall be calculated in accordance with Article 337 retrospectively from the date of his arrival in India, *i e*, he shall be credited with an amount of furlough equivalent to one fourth of his active service, less any leave out of India actually taken

Furlough due

339 The amount of Furlough "due" to an officer is the amount which he has "earned," diminished —

(*a*) In the case of a Member of the Indian Civil Service—

(i) by the Furlough which he has enjoyed under these or any former Rules, except Junior Furlough under the Rules in force before the 8th June 1855,

(ii) by the excess over one year in the amount of leave with allowances on medical certificate which he has enjoyed under former Rules

(*b*) In the case of a *Military Officer subject to the Civil Leave Rules*, by the Furlough which he has enjoyed under these Regulations (*See also Note to Article 338 (b)*)

(*c*) In the case of an Officer other than an Officer of the Indian Civil Service or the Army—

(i) by the Furlough, or Special leave with allowances, which he has enjoyed under these or any other Rules,

(ii) by the leave on private affairs, or on medical certificate with allowances, which he has enjoyed under the Rules formerly applicable to him

Provided that if more than two years' Furlough be due to an officer when

he first becomes subject to the rules in this Chapter, the excess shall be cancelled.

Furlough admissible

340. To an officer who has rendered three years' *Continuous Service*, Furlough for not more than two years may be granted, as follows —

(a) On medical certificate —unconditionally, *see Articles 893 to 902*,

(b) Without medical certificate —subject to these provisos —

(i) that the Furlough be due to him,

(ii) that he has rendered eight years' *Active Service* in Civil employ,

(iii) if a Military Officer subject to the Civil Leave Rules, who has not rendered eight years' *Active Service* in Civil employ, and

(1) if the Furlough which he applies for is his first Furlough—that he has two years' Furlough due to him under the calculation in Article 338 (b), or

(2) if the Furlough applied for be other than his first Furlough— that he has rendered three years' *Continuous Service* since his return from Furlough,

[illegible]

(iv) that the whole number of officers absent on Furlough and Special leave do not exceed the limit (if any) appointed by the Government of India (*see Articles 341 and 342*)

341. Except on medical certificate or on very urgent private affairs, Furlough or Special leave may not be granted to any Member of the Indian Civil Service, or to any Military Officer whether subject to the Civil or the Military Leave Rules or to any other officer who is if employed in Oudh, the Central Provinces, Burma, Assam, Ajmir, Coorg or Berar, a member of the Commission, or who is, if employed elsewhere, the holder of an office corresponding to that of a member of a Commission, if one fifth of all the officers of a Commission, or of all officers holding appointments similar to those of members of a Commission, as the case may be, are already absent on Furlough or Special leave

342. (a) If, under the operation of proviso (iv), Article 340, the applications for Furlough (including those under Article 264) cannot all be complied with, Furlough will be granted in the following order —

First —To the applicant to whom most furlough is due,

Secondly —Of two or more applicants to whom the same amount is due,—to him who has rendered longest *Continuous Active Service*,

Thirdly —Of two or more such applicants who have rendered the same *Continuous Active Service*,—to the Senior

(b) This Article refers to applications registered for a Furlough not yet vacant T [illegible] no significance [illegible] already vacant un [illegible]

343. To an officer who has not rendered three years' *Continuous Service*, Furlough for not more than one year may be granted on medical certificate.

Extension of Furlough.

344. (*a*) Furlough granted under Article 340 may, on medical certificate, be extended to not more than three years.

(*b*) Furlough granted under Article 343 for less than one year may, on medical certificate, be extended to not more than one year.

Ordinary Furlough.

345 Ordinary Furlough can, under no circumstances, extend beyond two years at one time, it includes—

(i) the first two years of each separate period of Furlough under [illegible] on under Article 344 (*a*),

(ii) so [illegible] 343, including any exten- [illegible] be due Provided that the officer have rendered six months' *Continuous Active Service*.

Leave Allowances

346. An officer on ordinary Furlough is entitled to a leave allowance equal to [illegible] following limits —

(*a*) [illegible] Civil Service—

[illegible] of the Government of India, maximum £250 a quarter, and minimum £125 a quarter, or his last salary, whichever is less,

(ii) if paid in India, maximum R833⅓ a month, and minimum R416⅔ a month, or his last salary, whichever is less,

(*b*) in the case of a Military Officer subject to the Civil Leave Rules the same maxima and minima as in the case of a Member of the Indian Civil Service Provided that, during Furlough prefixed under Article 338 (*b*) to the Furlough earned under Civil Rules, the minimum shall (in the case of an officer who entered Civil employ on or after the 1st April 1888) be that prescribed by the Military Rules to which the officer was previously subject,

(*c*) in the case of any other Officer subject to these rules—

If on furlough other than furlough on medical certificate out of India.

MAXIMA

If paid at the Home Treasury of the Government of India, £200 a quarter, no minimum

If paid in India, R666⅔ a month, no minimum.

If on furlough on medical certificate out of India

MAXIMA.

If paid at the Home Treasury of the Government of India, £200 a quarter

If paid in India, R666⅔ a month.

Articles 343—346.

MINIMA.

If paid at the Home Treasury of the Government of India, £200 a year, or three fourths of last salary, whichever is less

If paid in India, R166⅔ a month, or three-fourths of last salary, whichever is less

Provided always that the allowances of an officer during leave shall in no case exceed his actual salary when he takes leave

1 In the case of a Military Officer subject to the Military Leave Rules who takes subsidiary ... in Rule V ... ood to mean ... the service without returning to India

NOTE.—[Absentee allowances in respect of leave spent out of India will if paid in India, be subject to the Rupee limits prescribed in this Article]

347. An officer on Furlough other than ordinary is entitled—
... Member of the Indian Civil Service or a *Military Officer*

Page 87.

Article 347 (i).

Insert the following "NOTE" *under this rule :—*

Page 87. Article 347. Clause (ii) ... No 2478 dated 11th June 189..

Add the following at the end of this clause —

"In the case provided for in Article 351A, subject to the minima prescribed in that Article" quarter *average salary* is ever is less

NOTE.—[Absentee allowances in respect of leave spent out of India ... be subject to the Rupee limits prescribed in this Article]

Section III —Special Leave.

	ARTICLE		ARTICLE
GENERAL LIMITATION	348	LEAVE ALLOWANCES	350

General Limitation

348 Special leave on urgent private affairs may be granted at any time for not more than six months

Provided that an officer who has had special leave must render six years' *Active Service* before he can again have such leave

1 The corresponding leave under the Covenanted Civil Service Leave Rules in force before the 1st July 1868 and Furlough under Rules XI of the Military Furlough Rules of 1868 are "Special leave" within the meaning of this proviso

the following rulings were made :—

(1) The period of three years required for Furlough is not broken by Special leave intervening, but

(2) the Special leave does not count as part of the three years;

(3) Special leave is not included when counting the maximum eight years allowed for furlough,

(4) Special leave does not count as service for Furlough.

(*Letter from the Secretary, Public Works Department, to the Accountant General, Public Works Department, No. 1068G., dated the 4th June 1887.*)]

349. An officer promoted from an office, subject to the Indian Service ... under the ... fairs under

Leave Allowances.

350. (*a*) For the first six months for which an officer is on Special leave, ... or not, he is entitled to

1. The corresponding leave under the Covenanted Civil Service Rules in force before the 1st July 1868 is "Special Leave" within the meaning of this Article.

(*c*) An officer on Special leave does not forfeit his past leave allowances by

Page 88. Article 351A.

Insert the following as a heading over this Article :—" Section IIIA.—Minimum Leave Allowances".

Section IV.—Subsidiary Leave.

Nature of Subsidiary Leave.

352. (*a*) Subsidiary Leave is ...

(1) ... e, or on ... estab-

(ii) to an officer returning to India from Furlough or Special leave, to travel from the port of debarkation and reorganise his domestic establishment

(b) The use of the words "port of embarkation" and "port of debarkation" in clause (a) limits the grant of Subsidiary leave to an officer leaving *India by sea*,—that is, at an Indian sea-port No Subsidiary leave is admissible to an officer who does not leave India by sea

Grant of Leave.

353. (a) The grant to an officer leaving India—

(i) of permission to retire from the service, or

(ii) of Furlough or Special leave out of India,

carries with it the grant of S[illegible] case referred to in Article 352 (a), Clause [illegible] to duty

(b) An officer returning t[illegible] the authority which granted him leave, more than fourteen days before the end of his Furlough or Special leave, is not entitled to Subsidiary leave, save under the special orders of the *Local Government*

Leave in and out of India.

354 (a) An officer (including a *Military Officer subject to the Military Leave Rules*) may take Furlough or Special leave partly in and partly out of India But Subsidiary leave is not admissible unless the Furlough or Special leave begins or, as the case may be, ends, as Furlough or Special leave out of India

(b) If an officer going on Furlough or Special leave out of India is prevented by sickness or other urgent and adequate reason not within his own control —such, for example, as the postponement of the departure of the vessel [illegible] leave, [illegible] shall [illegible] ithout

Period admissible

355 The minimum Subsidiary leave is ten days, otherwise Subsidiary leave is calculated according to the rules and restrictions laid down in Chapter IX for "Joining Time"

Prolongation of Subsidiary Leave.

356 (a) If a Medical Board or Officer detains an applicant under observation, under Article 895, before finally granting or refusing a Medical certificate, the Medical Board or Officer should give a certificate to the applicant as follows —

A B, having applied to us (or me) for a medical certificate under Article 894 of the Civil Service Regulations we (or I) consider it expedient before granting or refusing such a certificate to A B, to detain him under professional observation for (x) days

(b) If the applicant appears before the Medical Board or Officer during his Subsidiary leave, the effect of this certificate will be to prolong his Subsidiary leave to the date on which the period mentioned in the certificate expires.

357. *If an officer eventually fails to obtain the medical certificate required* by Article 894, he is entitled to Joining Time from the date on which the decision of the Medical Board or Officer is communicated to him, to enable him to return to his appointment. During this *Joining Time, his allowances are* regulated as if he was on Subsidiary leave

358. If an officer who, under the Rules of his Service, is entitled to a free *passage in a troop ship when proceeding on leave out of India*, is, after having been granted Subsidiary leave, detained waiting for a troop-ship, through no fault of his own, his Subsidiary leave may be extended to the date of the *sailing of the vessel in which he is provided with a passage*, without reference to the maximum period of thirty days for which Subsidiary leave can be granted under the ordinary Rules of this Section

1 *This Article applies to the case of a Military Officer subject to the Military Leave Rules* unavoidably detained at a Presidency Town beyond the usual period of Subsidiary Leave, waiting for a passage in a troop-ship

Beginning and End of Leave.

359. Saving as provided in *Article 354 (b), Furlough and Special leave* [illegible] lough and Special leave out of India, end on, and include, the day before the arrival of the vessel in which the officer returns, and Subsidiary leave begins the day after

DEFINITION —The day on which the vessel in which the officer sails quits her moorings or anchorage, whether she leaves the limits of the port or not on that day is the day of the departure of the vessel. *The day of arrival of the vessel in which the officer* returns, is the day on which the vessel reaches her moorings or anchorage in port

360. Any Officer, other than one subject to the rules in Chapter XIV, *serving in Persia or Turkish Arabia may leave* the country in which he is serving, or return to it, by any port or frontier town except Aden. The date of his departure or return must be certified by the British Consul, or if there be no British *Consul, by the officer himself.*

361. Subsidiary leave granted to an officer preparatory to retirement ceases when he actually resigns the Service.

Leave Allowances.

362. *An officer* on Subsidiary leave is entitled to allowances as follows —

(a) If the leave be subsidiary to Special leave, and the officer have had leave subsidiary to a former Special leave —no allowance

1 *The corresponding leave under the* Covenanted Civil Service Rules in force before the 1st July 1868 is Special leave within the meaning of this clause

Long Leave—European Services

(b) If the leave be subsidiary to Ordinary Furlough or Special leave (otherwise than as provided in clause (a)) —the allowance admissible under Article 346, but calculated, in the case of a Member of the Indian Civil Service or a Military Officer subject to the Civil Leave Rules, without the limitations of maximum or minimum prescribed by clauses (a) and (b) of Article 346 The limitations prescribed by clause (c) of Article 346 apply to the allowances of any other officer subject to this Article on Subsidiary leave

(c) If the leave be subsidiary to Furlough other than Ordinary —the allowance admissible under Article 347

(d) If the officer, under Article 261, have ceased to have a lien on a substantive appointment—as, for example, if an Officer has been absent on Extraordinary leave in extension of Furlough—

(i) in the case of a Member of the Indian Civil Service or a Military ... the Civil Leave Rules —Subsistence Allow-

Page 91.

Article 362

Insert the following NOTE *at the end of this article* —

NOTE —[See note under Article 295]—(2) (Financial Department No 2169 dated 11th June 1897)

any part of his Subsidiary leave ... for ... if he were not retiring from the Service, or going on Furlough or Special leave, Privilege leave would be admissible to him It is to be observed that an officer who has no lien on an appointment cannot benefit by this Rule (*See Article 295*)

Lien

364 An officer on Subsidiary leave under clause (i) of Article 352 (a) has or has not a lien on an appointment, according as he has or has not such lien on the first day of the leave to which it is subsidiary

NOTE.—[A *Military Officer subject to the Military Leave Rules* does not lose his lien during Subsidiary leave preparatory to Furlough]

365 An officer on Subsidiary leave under clause (ii) of Article 352 (a) has or has not a lien on an appointment, according as he has or has not such lien on the day last preceding the Subsidiary leave

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Section V.—Extraordinary Leave.

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366 Subject always to the provisions of any Statute applicable to the case, the Local Government (or, ... cial leave in Europe, the Secretary of State ... f absence from duty otherwise than under ... —

(i) such leave may not be granted in continuation of Privilege leave, but may be granted in continuation of any other leave,

(ii) an officer absent from duty on leave so granted shall receive no absentee allowance, and

Articles 363—366.

(iii) if he is a Member of the Indian Civil Service or a *Military Officer subject to the Civil Leave Rules,* he shall retain no lien upon any office

NOTE 1 —[This Article does not refer to casual leave for short periods Such leave is not [illegible]

(iv) Return to duty [illegible] (see Articles 261 to 263),

or so as to extend the term of privilege or other leave beyond the time admissible by rule]

[illegible] Privilege [illegible] ege Leave [illegible] Privilege [illegible] Privilege [illegible] oncess o [illegible]

Chapter XIV.—Long Leave—Indian Services.

Section I.—Extent of Application.

367. The rules in this Chapter apply to all officers who are not entitled to leave under the other Chapters of these Regulations They apply *fully* only to those officers whose *pay* is *not less* than R100 a month, and who have substantive appointments on permanent establishments under the Government

368 (*a*) Leave may however be granted under this Chapter to an officer whose *pay* is less than R100, so far as it can be done without imposing any cost upon the State The absentee allowance of the substantive incumbent must not exceed what remains from the pay of the appointment after provision is made for the efficient discharge of his duties during his absence No leave in excess of the leave admissible under these rules may be granted to such an officer, with allowances, or counting as service for pension

(*b*) This Article authorises the grant of leave upon the condition therein stated, not only to an officer in Superior service whose *pay* is less than a hundred rupees a month, but to an officer whose service is treated as Inferior under the Pension Rules, upon the condition that the grant of the leave shall not impose any cost upon the State

1 An officer holding a appointment on a Progress [illegible] be avoided

Section II.—Long Leave

Leave on Medical Certificate.

369 Leave on medical certificate may be granted for three years in all, but not for more than two years at one time, and no officer can have leave on medical certificate out of India more than twice

1 An officer who has a temporary or officiating appointment only may be allowed leave under this Article for not more than three months if no substitute is required or if his duties can be provided for without additional expense

Leave on Private Affairs.

370. Leave on private affairs for six months may be granted to an officer who has not had Furlough, after six years' service, and repeated after intervals of six years

1 Leave on private affairs does not accumulate and cannot be taken in instalments
2 Leave on medical certificate counts as service for leave on private affairs

Furlough.

371 Furlough may be granted as follows —

(a) After ten years' service,—one year or any less period, and thereafter, at intervals of not less than eight years one year or each other ...

No. 222.

Page 93 Article 371(b).

For the words "one year or any less period" at the end of the second line of this clause substitute "any such period as together with all periods already spent in furlough may not exceed two years"

Leave without Allowances

372 Extraordinary leave without allowances may, in case of necessity, be granted for such time as may be necessary Time spent on leave under this Article does not count as service for other leave. Subject to the provisions of Article 222 there is no limit to the length or frequency of leave under this Article, and it may be granted in continuation of leave on medical certificate,

leave on private affairs, or Furlough, but not in continuation of Privilege leave

1 An officer who has a temporary or officiating appointment only may, at the discretion of the Local Government, be allowed leave under this Article for not more than three months

NOTE.—[See notes to Article 366 which apply to this Article also]

Leave Allowances

373 (a) An officer on leave on medical certificate under Article 369 is ... the first fifteen months of each period of ... For the rest of his leave ... average salary

(b) An officer on Furlough or on Leave on private affairs is entitled to half his *average salary*.

No. 38.

Pages 94 and 95.

Article 374

Add the following as Note 2 to this Article, the present being numbered 1 —

2 For the purposes of this article Ceylon is *not* held to be out of India

(i) On leave on medical certificate out of India.

If paid at the Home Treasury of the Government of India, £200 a year, or three fourths of last salary, whichever is less

If paid in India, R166⅔ a month, or three-fourths of last salary, whichever is less.

(ii) On leave other than leave on medical certificate out of India

In the case of non gazetted officers whose salary is not less than R300 a month, R150 a month

(b) One quarter "*average salary*" is subject to the following maxima and minima —

MAXIMA

If paid at the Home Treasury of the Government of India, £120 a quarter.

If paid in India, R400 a month.

MINIMA

(i) On leave on medical certificate out of India

If paid at the Home Treasury of the Government of India, £100 a year, or 37½ per cent of last salary, whichever is less

Articles 373—374.

If paid in India, R83⅓ a month, or 37½ per cent of last salary, whichever is less.

(ii) *On leave other than leave on medical certificate out of India*

In the case of non gazetted officers whose salary is not less than R300 a month, R75 a month

NOTE.—[Absentee allowances in respect of leave spent out of India will, if paid in India, be subject to the Rupee limits prescribed in this Article]

375 *All the rules in Article 373 are subject to the proviso that the allowances* of an officer during leave shall in no case exceed his actual *salary* when he takes leave

376 An officer does not forfeit the allowances to which he is entitled under Articles 373 to 375 by resigning the service at the end of the leave

Leave after Fifty five years of age

377 An officer in superior service who is subject to the rules of this Chapter is eligible, after he attains the age of fifty five years, for Privilege leave, for any leave on private affairs (Article 370) to which he may be otherwise entitled, and also for leave without allowances under Article 372, provided that the total leave granted, whether on private affairs or without allowances, does *not exceed six months in all, and for no other kind of leave* Any leave, other than Privilege leave or leave on private affairs, granted to such an officer before the date on which he attains the age of fifty five years, ceases to have effect on this date

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Section III —Subsidiary Leave

	ARTICLE		ARTICLE
GRANT OF SUBSIDIARY LEAVE .	378	SUBSIDIARY LEAVE ALLOWANCES	380

Grant of Subsidiary Leave

378 An officer going on, or returning from, leave out of India on medical certificate, Leave on private affairs, or Furlough, or going on or returning

to duty.

379 Subsidiary leave on half pay for a period not exceeding fourteen days may be given to an officer preparatory to his retirement from the Service, provided that the grant causes no additional expense to the State

Subsidiary Leave Allowances.

380. (*a*) An officer on Subsidiary leave prefixed to other leave is entitled to half his *average salary.* But he may draw allowances as if he were on Privilege leave, for any part of this leave for which, if he were not going on leave [illegible] im.

[illegible] leave is entitled to half [illegible] *ary,* according to the rate [illegible] of the leave to which it is subsidiary.

Part IV.—ORDINARY PENSIONS.

GENERAL ARRANGEMENT.

PART IV.—ORDINARY PENSIONS.

Chapter XV.—General Rules.

Section I.—Extent of Application

381. The conditions of service of officers of the following classes include special rules for pension which are laid down in the chapters noted against each, *viz.*:—

(*a*) Judges of the High Courts (see Chapter XXIII)

[illegible]

(*c*) Members of the Indian Civil Service (see Chapter XXV)

(*d*) *Statutory Civil Servants* (see Chapter XXVI).

(*e*) Ecclesiastical Officers (see Chapter XXVII).

(*f*) Civil Engineers and Telegraph Officers (see Chapter XXIX)

(*g*) State Railway Establishments (see Chapter XXXI)

(*h*) Bengal Covenanted Pilots and their families (see Chapter XXXII)

(*i*) Police Officers drawing less than R20 a month (see Chapter XX).

(*j*) Port Blair Police (see Chapter XXXIII)

382. The *pensions* of all other officers are regulated by the rules in this Part. Provided that it is open to a *Local Government* to rule that the service of any class of officers serving under it does not qualify for pension

[illegible]

383. Future good conduct is an implied condition of every grant of a pension. The Government reserves to itself the right of withholding or withdrawing a pension, if the pensioner be convicted of serious crime or be guilty of grave misconduct.

Section II.—Cases in which claims are inadmissible.

Specification of Cases.

384. In the following cases, no claim to *pension* is admitted —

(*a*) When an officer is appointed for a limited time only, or for a specified duty, on the completion of which he is to be discharged

(b) When a person is employed temporarily on monthly wages without specified limit of time or duty, but a month's notice of discharge should be given to such a person, and his wages must be paid for any period by which such notice falls short of a month

(c) When a person's whole time is not retained for the public service, but he is merely paid for work done for the State

1 This clause applies, among others to the following officers —Advocate General, Solicitor to Government, Government Pleaders and Law Officers not debarred from private practice, Sheriffs in Presidency Towns Coroners, Roman Catholic Priests

(d) When a public servant holds some other pensionable office he earns no *pension* in respect of an office of the kind mentioned in clause (c) or in respect of duties paid for by a *Local Allowance*

(e) When an officer serves under a covenant which contains no stipulation regarding *pension*, unless the Government of India specially authorizes an officer to count such service towards *pension*

[illegible]

Rules.

Your Government are of opinion that the arrangement should apply to all such persons [illegible]

of either Code of Rules as it stood at the date when any particular covenant was executed'

Covenants with mechanics and others engaged for service in India will accordingly in future be prepared containing provisions to the effect recommended by your Government."—(*Secretary of State's Despatch No 255, dated 26th July 1877*)]

Misconduct or Inefficiency.

385. *Pension* may not be granted to an officer whom it is desired to remove for misconduct, insolvency, or inefficiency. (*See also* Appendix No 4)

Claims of Widow.

386. (a) It being the duty of every Government officer himself to provide for his family, the Government recognises no claim by a widow on account of the services of her husband, and is almost invariably under the painful necessity of rejecting recommendations made in contravention of this rule

(b) The submission of such recommendations, save under very extraordinary circumstances, is disapproved, as calculated only to give rise to hopes which cannot be fulfilled

NOTE —(1) [In a despatch No 36 dated 17th November 1841, regarding the establishment [illegible]

Articles 385—386.

except in special cases justifying extraordinary indulgence, and which are of very rare occurrence The belief, therefore that the fact of a person dying in our service gives his family a claim to pensionary provision (if such belief exist), is a delusion which may be productive of very painful consequences, and which, for this reason, we feel it an imperative duty to endeavour to dispel We observe that the Committee of the Fund have taken some pains to make our views on the point generally known, and in thus acting, they have contributed not only to promote the interests of the Fund, but to render valuable service to their brethren by disabusing their minds of a dangerous error "]

NOTE —(2) [In a despatch No 52, dated 8th February 1870, the Secretary of State remarked that "grave objections exist to the grant of special pensions to the families of Uncovenanted Servants every such grant forming a precedent which is quoted in support of subsequent applications, with less claims to consideration."]

Limitations.

387. (a) An officer cannot earn two *pensions* in the same office at the same time, or by the same continuous service :—

Example —A soldier who obtains his discharge from the Army under *Exception* (4) in Article 388 is not entitled to any pension in the Military Department for the portion of his Military service which he will thereupon count as Civil service

(b) Two officers may not simultaneously count service in respect of the same office.

Military Service.

388. Service which is pensionable under Military Rules does not count, and an officer who is counting service for Military pension cannot simultaneously count service for Civil pension,—for example, an officer of the old Indian Navy in Civil employ cannot count his naval service The following exceptions have been made to the provisions of this Article —

(1) Military Hospital Assistants and Enlisted Native Doctors are excluded by this Article, [illegible]

[illegible] ively [illegible]

[illegible] year retrospectively

NOTE —[This rule does not apply to soldier clerks in Military offices (*See G G O in the Military Department No 1292, dated 22nd December 1875*) But if such a clerk is afterwards employed in the Civil Department, he may count his service in the Military office, provided that he takes his discharge within twelve months after joining his appointment in the Civil Department]

(5) An Enlisted member of the Bombay Corps of Guides transferred as a draftsman to the office of the Quartermaster General, Bombay Army, counts his service in the Guide Corps as if it had been in Civil employ.

[illegible]

389. The Government of India may, in special cases, allow service which is pensionable under Military Rules to count for pension on the Inferior scale, reporting such grants periodically to the Secretary of State.

Chapter XVI.—Conditions of Qualifying Service.

Section I.—Definition of Qualifying Service.

Beginning of Service.

390. (*a*) Except for compensation gratuity, an officer's service does not in the case of superior service *qualify* till he has completed twenty years of age.

(*b*) In other cases, unless it be otherwise provided by special rule or contract, the service of every officer begins when he takes charge of the office to which he is first appointed.

[illegible] appointment in India]

391 The following exceptions are admitted to the twenty years' rule —

(1) [illegible] 446 and 703; all officers appointed in [illegible] service in India; and "Indian Col- [illegible] are exempt from this disability.

[illegible] Indo-European Telegraph Department may count towards pension service rendered by them after they attain the age of eighteen years

(3) Hospital assistants count service from the date they pass the examinations referred to in exception (1) of Article 388.

392 In the case of Inferior service, service *counts* after the age of sixteen years, but if an Inferior officer appointed after the 1st April 1880 has, on the date of such appointment, attained the age of forty years, his service does not *qualify* for pension or gratuity of any kind.

NOTE —[The proviso in this Article does not apply to an Inferior servant who is re-employed after discharge on compensation pension or gratuity]

Conditions of Qualification.

393. The service of an officer does not *qualify* for *pension* unless it conforms to the following three conditions —

First—The service must be under Government.
Second—The employment must be substantive and permanent.
Third—The service must be paid by Government.

These three conditions are fully explained in the following Sections.

Section II —First Condition.

Service under Government

394. The service of an officer does not qualify unless he is appointed and his duties and pay are regulated by the Government, or under conditions determined by the Government The following are examples of officers excluded from pension by this Article —

[illegible] Asiatic Society and the C[illegible]n [illegible] onsibility *e g*, Tahvildars i[illegible] [illegible]vinces, and Potadars (money testers) in Bengal

395. As an exception to the preceding Article the services of Subordinates of Treasurers in the Punjab, including Tahvildars and Potadars (money testers) who were in employ on the 23rd August 1886 qualify, provided that they were—

(i) appointed by District Officers,
(ii) discharging duties and receiving pay regulated under conditions laid down by Government, and
(iii) other than mere servants of Treasurers liable to be removed whenever a change might take place in the incumbency of the office of a Treasurer.

396. The service of a Native Accountant appointed to a Silladar Regiment in the Bombay Presidency before the 6th February 1875 *qualifies* The service of such officers appointed on or after that date does not qualify.

397 The Educational authorities in Bengal having induced certain Teachers of Government institutions to accept service in Grant-in aid schools by declaring a rule regarding Bombay Schools (*see Article 421, example (c)*) to be applicable to their case, were directed, in December 1863, to offer to these

Teachers re-employment in Government schools Those of them who accepted such re employment reckon their service (not exceeding three years) in Grant-in-aid schools as service under Government.

Service paid from Contract Allowances.

398. Service on an establishment paid from a Contract Establishment Allowance, with the detailed distribution of which the Government does not interfere, does not qualify, whether such contract allowance is a fixed amount or consists of fees.

NOTE —[The establishments of the Subordinate Judicial Officers, including Munsifs in Bengal and the North Western Provinces, ceased to be paid from a contract allowance from May and June 1861, respectively]

399. Service on an establishment paid from the Household allowance of the Viceroy, or of a Governor, or Lieutenant-Governor, does not qualify.

1 If an officer has served partly (in a capacity which would have given him claim to *pension* if the service had been paid from the *General Revenues*) on the Household establishment of the Viceroy, and partly on establishments paid from the *General Revenues* he is entitled from the *General Revenues*, to a share of any pension to which he would have been entitled if his whole service had been paid from the *General Revenues*, proportionate to the length of the service which has been so paid

Example —*A B*, a Messenger on a pay of R8 a month, has served altogether thirty two years, of which sixteen years were passed on the Household establishment of the Viceroy If *A B's* whole service had been paid from the *General Revenues* he would have been entitled under the rules for inferior service to a maximum pension of R4 a month *A B* will receive from the *General Revenues* a maximum pension of R2 a month

2 The Governor of Bombay [illegible] discretion [illegible] vice or to [illegible] mount of [illegible]

400. The maximum Establishment allowance for Registration offices in Bengal is not a Contract allowance within the meaning of Article 398, because the Inspector General of Registration, under the orders of Government, regulates its distribution, and any balance unspent is saved to Government.

401. The service of the clerks retained in the Allahabad Pension Pay office, when it became a regular establishment, qualifies, although they were formerly paid from an Establishment allowance.

Service under an Employer whom Government has succeeded.

402. In the following cases service under an employer to whose position Government has succeeded qualifies —

(a) Service in Berar by officers transferred to the Government of India when it undertook the administration of those Provinces

(b) Service rendered to a Native State, and continued to the British Government on the lapse or annexation of the State, when old age or infirmity renders the officer a fit object for pension

(c) Superior service in Talukdari schools which were converted into Government schools on the organisat[illegible] Oudh.

(d) Service by officers who w[illegible] and Medical Funds when the Funds [illegible]

(e) Service was guaranteed to the soldiers of the Sikh Government who, on annexation, entered the British service in the following Regiments —

The 1st, 2nd, 3rd, and 4th Punjab Police Battalions
The 3rd Punjab Light Field Battery.
The 4th or Garrison Company of Artillery.
Two companies of Punjab Sappers

In accordance with the guarantee, such soldiers who, on the 28th October 1861, were in employment in any Department, are entitled to receive pension for their service under the Sikh Darbar, and for that under the British Government, under the Rules for Invalid pensions to soldiers in Local or Irregular Corps.

(f) Service in the establishment employed in the Khelat territory for the assessment and collection of water-rate on lands watered by the Sindh Canal which was paid in part by the Khan of Khelat prior to the levy of a local cess to meet the charge

Section III.—Second Condition.

General Principles.

403. Service does not qualify unless the officer holds a substantive office on a Permanent Establishment, but upon such conditions as it may think fit in each case to impose, the Government of India may allow temporary service to count for pension, if the pension does not exceed ten rupees a month

404. An establishment, the duties of which are not continuous, but are limited to certain fixed periods in each year, is not a temporary establishment. Service in such an establishment, including the period during which the establishment is not employed, qualifies, but the concession of counting as service the period during which the establishment is not employed, does not apply to an officer who was not on actual duty when the establishment was discharged, after completion of its work, or to an officer who was not on actual duty on the first day on which the establishment was again re-employed

405. An officer transferred from a temporary to a permanent appc can count his service in the temporary office, if, though at first created mentally or temporarily, it eventually becomes permanent

406. An officer with ' ... ting in which is vacant, or the ... not part of the pay or count in his service, count his officiating service.

Apprentices.

407. Service as an Apprentice does not *qualify*, excepting—

(i) at the Central Forest School in continuation of qualifying service, or

(ii) as an Engineer or Examiner Apprentice in the Public Works Department

Probationers.

408 The service of a probationer who holds a substantive office and draws substantive pay, qualifies So does that of an officer who is on probation for a substantive office, if he is employed in a vacancy reserved for him, pending probation, and in which no other officer simultaneously counts service.

409 Police probationers and temporary and officiating Assistant Superintendents of Police in all Provinces count their service towards pension, provided they have passed their examinations, have served two years in the Department, and have attained the age of twenty years

Permanent Officer deputed.

410 If an officer on a Permanent Establishment is detached on Temporary duty, on the understanding that, when the Temporary duty ceases, he will return to the Permanent Establishment, he counts his detached service.

411 ... pension of the second ... this Section, it does ... is the subject of Section II), or the third condition (which is the subject of Section IV), and, in particular, must not be understood to countenance any modification of the Rules in Part VII, which apply to an officer on Foreign service

412. Service as Private Secretary to the Governor General, a Governor or a Lieutenant-Governor, qualifies, provided that the officer belonged, before his appointment as Private Secretary, to the Civil Service of Government, whether the Indian Civil Service or not.

Substantive Office abolished.

413 If the substantive office of an officer is abolished within the meaning of Article 468, but the officer is, at the time, on special duty, or is, on abolition of his office, deputed on special duty, his service on special duty qualifies, but the duty must be *special*, mere employment, in continuation of permanent employment, in a temporary appointment which happens at the time to be vacant, does not qualify

1 The service of an officer of the Marine Service continues to qualify when upon the abolition of his appointment he is retained on subsistence allowance or in an acting appointment

Piece-work.

414. A Section-writer, or a Press servant, who is paid for piece-work, is treated as having held a substantive office, if

(i) he is employed, not casually, but as a member of a fixed establishment; and

(ii) during the last seventy-two months of his actual employment he has been attached to one office uninterruptedly for twenty-four months, or it has not been through his own choice or misconduct that he has not been so attached

Surveys and Settlements.

415. (*a*) Service in the undermentioned Settlement and Survey Departments which are (or were) on a quasi-permanent footing, qualifies, provided that the officer is (or was) not engaged on the understanding that his appointment is (or was) only temporary, or that he was, or would be, liable to be discharged after a short period of service :—

[illegible]

(*b*) Elsewhere (and in those Provinces also, except in the Regular Departments), Settlement and Survey work is Temporary Service, and does not count. But if service in the Settlement Department in any Province, and the Survey of India is followed, without interruption, by qualifying Service, it qualifies.

416. Deputy Collectors and similar Gazetted officers, when not especially employed for temporary work, are not affected by the preceding Article, as they count service independently of the particular department to which they happen for the time to be attached.

Exceptions.

417. A Medical officer in charge of a Government vessel may count his service afloat, if he is transferred, without interruption of his service, to the Civil Medical Service.

418. A claim by an officer of the Public Works Department whose pay was charged to "Works," before the issue of the Circular Order in the Public Works Department, No 6 of 1862 but whose employment was really permanent, will, if the sanction to his entertainment was regular, be specially considered by the Government of India.

419. If the Collector of Customs in Calcutta, in transferring an officer from the Extra or Contingent List of the Calcutta Customs Preventive Service, declares that the transfer is made on the ground of good service rendered, the service of the transferred officer on the Extra or Contingent List qualifies.

Section IV—Third Condition.

Sources of Remuneration.

420. Service which satisfies the conditions prescribed in Sections II and III qualifies, or does not qualify, according to the source from which it is paid, with reference to this Article Service is classified as follows:—

(a) Paid from *General Revenues.*
(b) Paid from *Local Funds.*
(c) Paid from Funds in respect to which the Government holds the position of Trustee.
(d) Paid by Fees levied by law, or under the authority of the Government, or by Commission.
(e) Paid by the Grant, in accordance with Law or Custom, of a tenure in land, or of any source of income, or right to collect money.

General Revenues.

421. Service paid from the *General Revenues* qualifies. The fact that arrangements are made for the recovery, on the part of the Government, of the whole, or part, of the cost of an establishment or officer, does not affect the operation of this principle: Provided that the establishment or officer is appointed, controlled, and paid by the Government

Note.—[In making arrangements for the recovery of cost of establishments, it should not be forgotten that Government has to bear not only the immediate cost but also that of leave allowances and pensions—(*See Article 854*)]

Examples

(a) The Shipping Master and Deputy Shipping Master, and their establishments at Bombay and the Deputy Shipping Master in Calcutta, the cost of which offices is provided for by shipping fees

(b) The establishment of the Hughli College and Collegiate Schools, while the cost thereof was borne by the Mohsin Trust Fund, and also that of the Elphinstone College and High School and some other Government Medical and Educational Institutions in Bombay, a portion of the cost of which is recovered from private endowments

(c) Master and Assistant Masters in schools established in Bombay on the old system (converse to the Grant in aid system) whose pay was met in part by local contributions The pension in this case is reckoned only on the share of pay paid by Government

(d) The establishment of the Sehor (Bhupal) School, the expense of which is paid in part by local subscriptions

(e) Certain Customs establishments in Bombay, the cost of which is paid for by private companies

(f) When Police officers are entertained at the cost of individuals and corporate bodies an additional charge of one sixth of the pay of officers whose pay is not less than R100 a month and of one-twelfth of the pay of others, must be defrayed by the persons for whose benefit the officers are employed Provided always that the additional charge shall not be made when such officers do

not belong to the regular Police, but are only temporarily engaged, their service not counting for pension, or when the pay of the officers is a charge upon the *General Revenues* [*See* Article 342 (*b*).]

(*g*) An Establishment of the Accountant General of the High Court at Bombay whose pay is provided for by a three per cent. commission on invested funds in charge of the Accountant General

(*h*) The office establishment of the Health Officer of the Port of Bombay and the crew of the boat placed at the disposal of that officer, a portion of whose pay is paid by the Bombay Port Trust.

(*i*) The cost of certain additions to Government establishments in the Bombay Presidency, *e.g.*, the Accountant General, Commissioners, Surgeon General, Bombay, Deputy Surgeon General in Sindh, Inspectors of Schools, etc., the cost of which is met from the General (Provincial) Revenues which are recouped by recoveries from the several Local Funds concerned

422. The service of members of Office establishments in the Railway Police in Bombay, who are wholly paid by the Railway Companies, qualifies

423. The service of Process servers (or Naib Nazirs who were paid from the same source as Process-servers), before the Court Fees Act, 1870, was passed, qualifies as follows —

(*a*) In *Bengal*—Service paid from the Fund formed under Act V of 1863, Bengal Council

(*b*) In the *North-Western Provinces*—

(i) Service under the Civil Courts after 31st December 1863

(ii) Service under the Revenue Courts after 31st December 1865.

(*c*) In *Oudh*, the *Central Provinces*, and *Burma*—All service.

(*d*) In the *Punjab*—Service after 14th March 1859

(*e*) In *Bombay*—Service paid from the Amins' Fee Fund

(*f*) In *Berar*—Service paid from the Process-servers' or Talabana Fund

NOTE —[In Madras, the service of Process servers before their appointment under the Court Fees Act, 1870, did not qualify]

424 The service of a Teacher appointed before the 29th January 1876 to a *District or Anglo-Vernacular School in the Central Provinces*, who is paid, wholly or partly, by the contributions of Municipalities or local subscriptions, qualifies The service of a Teacher appointed, on or after the 29th January 1876, to the Zilla School at Kampti, although paid wholly from the *General Revenues*, does not qualify.

425. The service of the officers of the Bengal Secretariat Press, who, before August 1868 were paid partly from savings by the reduction of the

Page 109. Article 426.

Insert the following as note 2 under this Article, numbering present note 1 —

NOTE 2 —In the case of the officers enumerated in the exception to Article 34, service in Berar ...ted as foreign service

427. (*a*) In the case of officers who, having no status in the service of the British Government, apart from their particular employment in Mysore, were employed in Mysore and transferred to the British service proper before 1st October 1882, the pensions granted are charged according to the *Rule of Proportions*

(*b*) Pensions for service in Mysore prior to 1st October 1882 of officers who had a status in the service of the British Government, apart from their particular employment in Mysore, are paid wholly from British Revenues

Local Funds.

428. Service paid from a *Local Fund* qualifies, or does not qualify, according to the rules laid down in Chapter XXXVIII (Service under Local Funds).

Trust Funds.

429. Service paid from Funds which Government holds only as a Trustee, such as under a Court of Wards or in an Attached Estate, does not qualify.

Fees and Commission

430 (*a*) Service in an office paid only by fees, whether levied by law or under the authority of Government, or by a commission, does not qualify.

(*b*) Service in an office paid by fees or by commission, in addition to pay from the *General Revenues*, qualifies

[illegible]

2 [illegible] or partly by fees are entitled to pension, unless the establishment on wh ch *they have served is* excluded by Article 398

3 Service as a Thugyi (local collector of revenue paid by commiss on) in Lower Burma qualifies, but this concession does not extend to Upper Burma —*vide* Rule 2 under Art cle 382

Tenures in Land, etc.

431. Service paid by the grant, in accordance with law or custom, of a tenure in land, or of any other source of income, or right to collect money, does not qualify.

432 As an exception to the preceding Article, Watandars (hereditary District Of[illegible] talukas [illegible] Petás of [illegible] previous service.

Section V.—Distinction between Superior and Inferior Service.

Qualifying Service.

433. Qualifying service is divided into SUPERIOR and INFERIOR

Inferior Service

434. Service on pay not exceeding R10, and service in the following capacities, or in any office which has been graded as Inferior by the rule or practice of the Local Government, is Inferior service:—

Artificers, other than those specified in Article 435, Handicraftsmen, and Labourers
Bázárs Chúndharies of —.
Daftaries and Muchies, but service as "Daftari" on R20 a month in the Baroda Residency between 1855 and 1873 counts as Superior
Dockyard and Military Artificers not specially provided for in Article 529.
Forest Guards.
Maistries in the Public Works Department on pay less than R25
Menial and Inferior servants of all sorts.
Messengers, Orderlies, and Peons, and their petty officers
Money testers (Potadars)
Pressmen (including Machine Pressmen) and Distributors in Printing and Lithographic establishments
Priests and other officers employed to administer oaths
Sarkárs—except Counting Sarkárs in the Stamp Office, Calcutta
Seamen and Boatmen.
[illegible]
[illegible] scale), Bombay,
[illegible]
Turnkeys
Weighmen in the Mints whose pay does not exceed R15

NOTE.—[Sirdars and Lascars of the Ordnance Department, Bengal, are eligible for pensions under the Rules of the Military Department, which apply to non combatants and Regimental followers on the permanent establishment of British and Native Regiments]

Superior Service.

435. All other service is Superior service. The service of the following officers is Superior if their pay exceeds R10 —

Army Remount Department Salutries in the —
Artificers in the Mathematical Instrument Department of the Office of the Surveyor General of India
Bailiffs.
Bázárs Kotwáls of —
[illegible]
Catamaran Maistries at Madras.
Commissariat Inspectors
Compounders
Divers
[illegible]

Indo-European Telegraph Department the European splicer and the three tindals drawing R35, R30, and R25 a month, respectively, in the Cable Branch of the Subordinate Establishment of the —

Jail Department Head Warders whose pay exceeds R10

Light-houses Signalmen in —

Light keepers (native) in Burma.

Maistries in the Murramat Department under Civil Officers in the Madras Presidency, as respects service up to the year 1856

Maistries in the Public Works Department whose pay is not less than R25.

Medical Department: Cutlers in the —

Mint Artificers, if their occupation is injurious to health

Potadars in Berar whose designation was, under the order of the Government of India, in the Finance Department, No 911, dated 31st May 1880, changed into Treasury Karkuns

Printing Establishments Workmen employed in — except those whose work is purely mechanical, such as *Distributors and Pressmen; but Press servants admitted under* Article 414 count service as Superior for those months only in which their earnings exceed R10

NOTE.—[Under warehousemen in the Government Press, Madras, and Impositors are Superior servants]

Quartermasters, Tindals, Dockyard Tindals, Serangs, Dockyard Serangs, Marine Engine-Drivers, Seacunnies and Stoker Tindals, Gunners, Gunners' Mates, Carpenters, Carpenters' Mates, and Pursers' Stewards, employed in the Bombay Marine

NOTE —Crews of Indian Government vessels in all ratings entertained after the 21st August 1883 are not entitled to any pension

Sarkárs: Counting — in the Stamp Office, Calcutta

Section writers admitted under Article 414 in those months only *in which their earnings* exceed R10

[illegible] a really
[illegible] . No 1,

[illegible] nen in

[illegible] es and

Victualling Gomastahs

Weighmen in the Mints whose pay exceeds R15

Service partly Inferior and partly Superior.

436. An officer whose service has been for some time Inferior and for some time Superior, may either count the whole as Inferior towards pension on the Inferior scale, or the Superior portion only towards pension on the Superior scale. A gratuity on the Superior scale under this Article is calculated upon *the emoluments which the officer drew when last in* Superior service A gratuity on the Inferior scale is calculated upon the pay (whether on the Superior or Inferior scale) which he drew immediately before his retirement If an officer has been reduced from the Superior to the Inferior class for misconduct, he cannot have the benefit of this Article without the special permission of the *Local Government*.

437. The claims of an officer, promoted from an Inferior to a Superior grade as a reward for meritorious service, will be specially considered by the Government of India This rule is to be strictly interpreted, and a claim under it can be founded only on exceptional promotion made out of the ordinary course.

Exceptional Cases.

438. If an officer holds two or more offices, each of which is Inferior by reason of its pay not exceeding R10, he cannot count service as Superior, on the ground that his aggregate pay exceeds R10, unless the offices were arranged and their pay determined with the intention that they should be held by one individual.

439. The service of a postman or village postman, whatever his pay, is Superior service, provided he has served as postman or village postman for five years with approval.

440. (a) When the regular duties of an officer whose pay exceeds R10, but who bears an inferior designation, are really such as are ordinarily performed by a Superior servant, his claim to pension should be specially referred to the Government of India

NOTE.—[It is not intended by this Article that an Inferior servant should count service as Superior in virtue of his voluntarily assisting in Superior work It provides for the case of a person who is *engaged under due authority to do Superior work*, though with an Inferior designation]

(b) On the other hand, an officer whose real duties are those of an Inferior servant, even though his pay exceeds R10, is not entitled to pension on the Superior scale merely because he draws pay under a Superior designation ·

Examples —Accountants in the North Western Provinces who served under the designation of "Potadârs" A Lithographic Pressman designated as a Copying Clerk.

Chapter XVII.—Rules for Reckoning Service.

Section I.—Special Additions.

ARTICLE

Has effect from 17th April 1893.

Pages 113 and 114.

Article 441.

Strike out clause (b) and rules 1 and 2 of this article.

Insert the following as a new article.—

441A Subject to the restriction specified against the first three sets of offices, an incumbent of one of the offices enumerated below, appointed on account of professional or other special qualifications, whose whole pensionable service has been passed in one or other of such offices, shall, if appointed at an age exceeding 25, be entitled to reckon as service qualifying for superannuation pension (but not for any other class of pension) the number of completed years by which his age may, at the time of appointment, have exceeded 25 years, subject to the proviso that five years shall be the maximum period which can be so added

Presi[dency] ... eship) } When held by a Barrister, Advocate, Solicitor, or Vakil

and at Rangoon

NOTE—[Mr G C Kelly, the present Incumbent of the appointment of Deputy Legal Remembrancer, Bengal is entitled to the concession in Article 441, if he retires on a pension other than a superannuation pension]

4 The office of Astronomer at

5. The office of Director of the ... ervatory.—(87)

Ordinary Pensions

Indo European Telegraph Department the European splicer and the three tindals drawing R35, R30, and R25 a month, respectively, in the Cable Branch of the Subordinate Establishment of the —

Jail Department Head Warders whose pay exceeds R10

Light-houses Signalmen in —

Light-keepers (native) in Burma.

Maistries in the Murramat Department under Civil Officers in the Madras Presidency, as respects service up to the year 1856

Maistries in the Public Works Department whose pay is not less than R25

Medical Department: Cutlers in the —

Mint Artificers, if their occupation is injurious to health

Potadars in Berar whose designation was under the order of the Government of India in the Finance Department, No 911, dated 31st May 1880, changed into Treasury Karkuns

Printing Establishments Workmen employed in — except those whose work is purely mechanical, such as Distributors and Pressmen: but Press servants admitted under Article 414 count service as Superior for those months only in which their earnings exceed R10

NOTE.—[Under warehousemen in the Government Press, Madras, and Impositors are Superior servants]

Quartermasters, Tindals, Dockyard Tindals, Serangs Dockyard Serangs, Marine Engine-drivers, Seacunnies and Stoker Tindals, Gunners, Gunners' Mates, Carpenters, Carpenters' Mates, and Pursers' Stewards, employed in the Bombay Marine

NOTE.—Crews of Indian Government vessels in all ratings entertained after the 21st August 1883 are not entitled to any pension

Sarkárs Counting — in the Stamp Office, Calcutta

Section writers admitted under Article 414 in those months only in which their earnings exceed R10

Page 112. Article 435.

Substitute the following for the entry "Maistries in Public Works Department, etc," in this Article:—

"Maistries and artificers in the permanent pensionable establishment of the Public Department whose pay is not less than R25"

Substitute the following for the note under the entry beginning with "Quarter Masters" in this Article:—

Article 415 A.

Add the following as Note 2 to this Article, the present note being numbered 1.—

2 For the purposes of this article, Ceylon is *not* held to be "out of India". (38) (*Diary No 7261 of 1592*)

Chapter XVIII.—Conditions of Grant of Pension.

Section I.—Classification of Pensions.

Superior Service

466. *Pensions* for "Superior Service" are divided into four classes, the Rules for which are prescribed in the following Sections of this Chapter.—

(*a*) Compensation Pensions (see Section II).
(*b*) Invalid Pensions (see Section III).
(*c*) Superannuation Pensions (see Section IV)
(*d*) Retiring Pensions (see Section V).

Inferior Service

467 *Pensions* for "Inferior Service" are regulated by Chapter XIX, Articles 524 to 529

Section II.—Compensation Pension.

Explanation.

468. A Compensation *Pension* is awarded to an officer discharged (1) from the public service because, on a reduction of establishment, his appointment is abolished and other suitable employment cannot be found for him An appointment, the [illegible]
abolished [illegible]
times be cl [illegible]

NOTE (1)—[You report the case of an Overseer of eight years service whose pay was R20 a month and who, upon the abolition of his appointment, was offered an acting Overseership on R15 a month, with a probable prospect of recovering his former position after a time

according to the Rules contained in Appendix No 5 Provided that he has not at any time availed himself of any advantages under the Leave Rules which came into force on the 8th June 1863

(b) This proviso does not give an officer the option of the Leave Rules which were in force before the 8th June 1863 Whatever leave he requires must be taken under the Rules in force when it is granted, but if he desires to retain the benefit of counting service for pension in accordance with the Rules contained in Appendix No 5, he must abstain from availing himself of so much of the advantages of the Rules under which leave is granted to him as may be in excess of what he could have claimed under the Rules in force before the 8th June 1863

(c) The concession herein granted applies only to counting service for pension, the *amount* of the pension must be calculated in accordance with Chapter XIX, Articles 518 to 523

451 Native Judges who were serving as Judges on the 29th October 1866, and who were entitled to exceptional advantages under the Rules in Appendix No 5, may count service for one-third and one half pension in accordance with the Rules in Appendix No 5.

Deputation out of India

452 When an officer is deputed out of India on duty, the whole period of his absence from India counts When an officer on leave out of India is detained on duty, the period of such detention counts

453 When on the recommendation of the Government of India, an officer of the Public Works Department on furlough in Europe is employed in England by the Secretary of State on the inspection of Stores for India, the period of such employment counts

Recall to Duty.

454 Time spent on the voyage to India by an officer who is recalled to duty *before the expiry of any recognised leave, and (if, within a year from the* date on which he can be spared the officer takes the unexpired portion of the leave from which he was recalled), the time spent on the return voyage to Europe counts

Inferior Service

455 An Inferior servant counts periods of authorised leave

456 Leave granted by competent authority not exceeding in amount that admissible under the Leave Rules (Part III) is "authorised"

457 Leave without allowances may count if the whole amount of leave taken with or without allowances does not exceed what might be given with allowances under the Leave Rules referred to in the preceding Article

Section III —Suspensions, Resignations, Breaks, and Deficiencies in Service.

Periods of Suspension.

458 (a) Time passed under suspension pending enquiry into conduct counts, if the suspension is immediately followed by reinstatement

(b) Time passed under suspension adjudged as a specific penalty does not count.

459 If an officer, who has been suspended, pending enquiry into his conduct, is reinstated, but with forfeiture of any part of his allowances for the period of suspension, this period does not count, unless the authority who reinstates the officer expressly declares at the time that the period shall count

Resignations and Dismissals

460 (a) Resignation of the public service, or removal from it for misconduct, insolvency, inefficiency, or failure to pass a prescribed examination, entails forfeiture of past service

(b) Resignation of an appointment to take up another appointment, service in which counts, is not held to be a resignation of the public service

461 Any authority who, on revision or appeal reverses an order dismissing an officer, may declare that the past service of the reinstated officer counts

462 An officer who resigned the public service before the 8th June 1863, if he was a Superior servant, or before 1st September 1871, if he was an Inferior servant, and was reappointed to the public service within twelve months from his resignation, counts his service rendered before resignation This Article only applies to one resignation

Interruptions

463 An interruption in the service of an officer entails forfeiture of his past service, except in the following cases —

(5) *Barristers* serving in offices, other than those mentioned in Chapter XXIV, to which the Local Government has, with the consent of the Government of India declared it to be necessary to appoint Barristers

1 The only office concerning which this declaration has been made is that of Deputy Superintendent and Remembrancer of Legal Affairs Bengal

2 No officer is entitled to any special privilege under this Article by reason of his being a *Barrister* unless on first appointment to the Public Service he is appointed to a *Barrister* appointment (see Article 603)

Garrison of Lucknow.

442 Officers subject to this part of the Regulations who served in the Garrison of Lucknow during the siege in 1857, count one year's additional service.

Madras Famine Duty.

443 A period not exceeding one year of pensionable service is added to the service of any specially deserving officer who, during employment on Famine duty in Madras in 1877-78, received no extra allowance for such duty, and whose total salary during such duty did not exceed R600 a month

Military Duty.

444. An officer who was employed under the Military Department in Afghanistan, and who was obliged to take furlough or leave in or out of India in consequence of illness contracted on service, is entitled to reckon as pensionable service the period of his furlough, to the extent of his employment under the Military Department, but not exceeding a maximum of one year Provided always that no application for this concession shall be entertained unless the sickness was such as to render the absence of the officer on medical certificate immediately necessary.

Section II —Periods of Leave

Superior Service

445. (*a*) Time passed on leave in India other than Privilege or Subsidiary leave does not count as Superior Service Time passed on leave subsidiary to leave on medical certificate by an officer subject to the Indian Service Leave Rules, who has twice before had leave on medical certificate out of India, does not count

(b) This Article applies to leave on medical certificate taken even before 1856, notwithstanding that such leave was reckoned as service under the Rules in Appendix No 5.

445A Time passed on leave with allowances out of India counts as service as follows :—

If the total service of the officer is not less than—	*He counts as service a period not exceeding—*
15 years	1 year
25 years	2 years

NOTE.—[Total service in this Article means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave]

446. But the officers noted below count Furlough as service as follows :—

If the total service of the officer is not less than—	*He counts as service furlough to the extent of—*
20 years	2 years
25 "	3 "
30 "	4 "
35 "	5 "

If the officer's total service is not less than fifteen years, he counts as service a period not exceeding one year spent on leave with allowances out of India

(a) Graded officers of the Geological Survey Department.

(b) Officers of the Forest Department specially trained in Europe under regulations made by the Secretary of State or who have been specially admitted to the benefit of this Article.

NOTE.—[Total service in this Article means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave]

447. Time passed on leave by the following officers during recess on half pay, or in the case of the Revenue Survey Department, on less than half pay or without pay, provided the officers return to duty when required by their superior officers, counts —

Native Surveyors	Survey of India
Lower Subordinates	Forest Survey
Forest Subordinates	Kumaon and Garhwal.

448 Time passed on leave obtained to be present at an examination which must be passed before an officer is eligible for higher subordinate appointments, such as Deputy Magistracies, counts (*See Article 317 of Part III*)

449. Subordinates in Government employ passing through a course of instruction in the Normal and Agricultural Schools at Madras and Bombay count the time so spent as service towards pension, notwithstanding that, while receiving instruction in the schools referred to, they are treated as absent from their appointments on leave without allowances.

Special Privileges under Old Rules.

450. (a) An officer appointed before the 8th June 1863 may, at the discretion of the *Local Government*, be allowed to count service for Invalid pension

Ordinary Pensions

"The Overseer refused this offer and claimed a compensation gratuity, which you declined to grant In the absence of any express Rules to guide you, you now enquire whether this procedure was proper

"The Governor General in Council considers that your action was quite right, and that a [illegible] ratuity as of Compensation [illegible] n who refuses [illegible] clearly does [illegible] a, No 2684, [illegible]

469. To pension an officer still capable of useful service is a waste of [illegible] has been found impossible to provide suitable employment for the applicant; and in the quarterly statements furnished by Local Governments of such pensions, it should be stated in each case that it has been found, after careful enquiry, impossible to provide for the officer elsewhere.

Selection for Discharge.

470. Whenever, upon the reduction of an establishment, it is necessary to discharge one or more members thereof, the selection of the officers to be discharged should *primâ facie* be so made that the least charge for Compensation pension will be incurred.

Discharge of Inefficient Officer.

471. T[illegible]
is [illegible]
ab [illegible]
sa [illegible]
pe [illegible]
wi [illegible]
ab [illegible]

NOTE —The relaxation of the condition laid down in this Article requires the sanction of the Government of India

Restrictions.

472. A Deputy Collector, Munsif, or similar officer who belongs to the public service, apart from his particular local appointment, cannot obtain a compensation *pension* on the abolition of a particular appointment.

473. No *pension* is admissible to an officer for the loss of an appointment on discharge after the completion of a specified term of service

474 No *pension* may be awarded for the loss of a *Local Allowance.*

475. Schoolmasters or other Government officers who, in addition to their other duties, are employed as Postmasters, or in any other capacity in the Post Office Department, are not entitled to Compensation *pension* on being relieved of such duties.

Special Cases

476 If it is necessary to discharge an officer in consequence of a change in the nature of the duties of his office, the case should be referred to the Government of India

477. If of two appointments held by one officer, one is abolished and the other retained, the case should be specially submitted to the Government of India.

Notice of Discharge.

478 Reasonable notice should be given to an officer in permanent employ before his services are dispensed with on the abolition of his office If, in any case, such notice is not given at least three months before dispensing with the officer's services, and he shall not have been provided with some other employment on the date on which his services are dispensed with, then, with the sanction on the *Local Government*, a gratuity not exceeding his emoluments for the period by which the notice actually given to him falls short of three months, may be paid to him, in addition to the *pension* to which he may be entitled under Articles 518 to 523, but the *pension* shall not be payable for the period in respect of which he receives full pay in lieu of ... The responsible officer will, however, be required to explain any ... for such a gratuity

No 158

Page 121 Article 478.

Substitute the number "524" *for the number* "523" *in the ninth line of this Article, and the words* "a gratuity" *for the words* "full pay" *in the tenth line, also insert the following as* NOTE (2) *the present note being numbered* (1) —

NOTE (2) —["Emoluments in this rule means the emoluments or leave allowances (or partly the one partly the other) which the officer would be receiving during the period in question had the notice not been given him.]

No 196.

Page 121 Article 478 Rule 2.

Insert the following at the end of this rule —

"In the case of an officer on leave the order shall not be brought into operation until the leave expires"

to the amou...
nor should the new appointment be ...
equitably be expected to accept

except subsidiary leave preparatory to retirement Without the further special sanction of the *Local Government,* service after the date of a medical certificate does not count for pension

500 The object of the preceding Article is to discourage tentative applications, but an inferior servant (including in that term a police officer whose pay does not exceed twenty rupees) who in the opinion of the head of his office, is fit for light work, may be retained in employment till his pension is sanctioned, provided that his place is not filled up till he retires, and that his service counts only to the date of his medical certificate

501. Article 499 refers only to the retention in *active* service of an officer who has furnished a medical certificate in support of an application for invalid pension or gratuity while in India The retirement of an officer who is absent on leave other than privilege leave, when such certificate is submitted, may have effect from the termination of his leave, and the officer may continue to draw leave allowance to the end of his leave

Section IV —Superannuation Pension

Explanation

502 A superannuation pension is granted to an officer entitled or compelled, by Rule, to retire at a particular age

503 (*a*) An officer in superior service, who has attained the age of 55 years, may be required to retire, unless the *Local Government* considers him efficient, and permits him to remain in the service But, as the premature retirement of an efficient officer imposes a needless charge on the State, this Rule should be worked with discretion And in cases in which the rule is enforced, a statement of the reasons for enforcing it shall be placed on record by the *Local Government* or other competent authority

1 "I trust that the various Governments and Administrations will always be disposed to extend to this Rule a very liberal interpretation and that the State may in no case be deprived of the valuable experience of really efficient Native Officers by the untimely exercise of the powers of compulsory retirement on pension —(*Secretary of State No 87, dated 8th August 1872*)

(*b*) These orders apply to all officers in superior service without reference to their nationality If an officer is efficient after attaining the age of 55 years, his retention in the service is not barred by the accident of his being of other [illegible]
tary of State [illegible]
and should b [illegible]
Natives or Europeans

Articles 500—503

(c) The following rulings should be kept carefully in view in applying the rules regarding compulsory retirement :—

(1)* * "A Covenanted Civilian, or an officer of the Army in civil employ, is obliged to retire after a certain period of service, unless it is injurious to the public interest that he should do so, but an Uncovenanted officer in a superior grade, who has attained the age of fifty five years, may be required to retire, unless the Local Government considers him efficient, and permits him to remain in the service. There is thus a clear distinction between the two classes of officers, for the former class is required, as a rule, to retire, while the latter is required, as a rule to be retained, the result, in both cases alike, being *decided by what is most expedient in the public interests*

The Government of India think it unnecessary to add to these Rules, but in the case of officers holding appointments open to the Covenanted Service, the standard of efficiency by which the retention of such officers is to be decided may reasonably be raised above the standard required in lower appointments "—(*Home Department, to Bengal, No 524, dated 31st March 1876*)

[illegible]

1877)]

504. An officer compelled to retire under the preceding Article, part of whose service has been Inferior, is entitled to pension on the Inferior scale on the same conditions as if he had been invalided under Article 524.

Survey of India.

505. Officers in the Survey of India, of rank not lower than that of Assistant Surveyor, shall cease to be in employment on attaining the age of fifty-five years, unless specially permitted by the Secretary of State, in the interests of the public service, to remain in the Department for a further definite period.

Delegation of Powers.

506 (a) The Local Government may delegate to heads of departments or to officers not under the rank of Collectors or District Judges—

(1) the power of declaring any non gazetted subordinate to be efficient and permitting him to remain in the service, provided he continues to be efficient, for a definite period up to, but not beyond, the age of sixty years,

(2) subject to such conditions as the Local Government may think fit, the power of declaring any non-gazetted subordinate to be inefficient and compelling him to retire either at the age of fifty-five years, or on the expiry of any further period up to which his service has been extended, or before the expiry of such further period if he ceases to be efficient

Each such subordinate's case must be taken up when he is fifty-five years old and on the expiry of each extension of service

Form of Medical Certificate in England.

489. The form of the medical certificate given by the Medical Board attached to the India Office, respecting an officer applying for pension in England, is as follows —

NOTE —[If the incapacity is obviously the result of intemperance, substitute for the words in italics " In our opinion his incapacity is the result of irregular or intemperate habits "]

490 If any doubt arises regarding the validity of a certificate by the Medical Board attached to the India Office, the *Audit Officer* must not of his own motion reject the certificate as invalid, but submit the matter for the decision of the *Local Government*.

Form of Medical Certificate in India

491. (*a*) The form of the certificate to be given respecting an officer applying for pension in India is as follows —

Certified that I (we) have carefully examined A B, son of C D, a——————— in the——————————————— ... years and by appearance about——years I (we) consider, ... kind [or in the ... His incapacity ... *cate should be* ... are) of opinion ... ich he has been doing [or may, after resting for——months be fit for further service of a less laborious character than that which he has been doing]

NOTE —[*See* note under Article 489 which applies here also]

... cate (of partial incapacity) even on lower pay, so that If there be no means of admitted to *pension*, but ... acity for partially earning a living, it is necessary to grant to him the full *pension* admissible under Rule. The principle of Article 469 must always be carefully borne in mind.

Signallers in the Telegraph Department.

492. (*a*) In the case of Signallers in the Indian and Indo-European Telegraph Department, the medical ce ... found after medical examination in special cases when inefficiency ... of it two certificates—

(i) one in form A signed by two superior officers of the Telegraph Department, and

(ii) the other in form B signed by the Director General of Telegraphs—may be substituted

[illegible]

thinking that he is permanently incapacitated for the duties of a signaller in the Telegraph Department, and accordingly recommend that he may be permitted to retire on the pension or gratuity for which he may be found eligible "

(*b*) The practice enjoined in Articles 491 (*b*) and 497 of re-employing pensioners should be carefully followed as far as practicable in these cases

(*c*) Officers permitted to retire under this Article may be granted a pension or gratuity of only four fifths of the amount that would be admissible for a man permanently unfit for any duty.

NOTE.—[This Article applies only to men who are "Signallers," including in that term Telegraph Masters who are members of the signalling staff when they retire —(*Letter No 2129, dated 24th July 1885, to the Director General of Telegraphs in India*)]

Special Precautions in the Police.

493 District Superintendents of Police should be on their guard against endeavours to retire on Invalid pension by officers who are capable of serving longer

494. Medical Officers should confine themselves to recommending leave to such policemen as are not likely to benefit by a further stay in hospital, and should not certify that a policeman is incapacitated for further service unless they are officially requested to report upon his incapacity for further service.

495. Medical Officers should be specially searching in their examination of the physical unfitness of every applicant for pension, and, whenever the number of applicants for pension is large, the examination should, if possible, be conducted by two Medical Officers

Restrictions

496. An officer discharged on other grounds has no claim under Article 485, even although he can produce medical evidence of incapacity for service

497. Article 469 applies, *mutatis mutandis*, in the case of an officer invalided under Clause (ii) of Article 485 as unfit for employment only in some particular branch of the public service. Every effort should be made to find for such an officer other employment suited to his particular capacity

498. If the incapacity is the result of irregular or intemperate habits, no pension can be granted Otherwise, it is for the *Local Government* to decide whether the officer's incapacity is such as to render it necessary to admit him to invalid *pension*

Applicant to be discharged.

499. An officer who has submitted under Article 486 a medical certificate of incapacity for further service, must not (except for special reasons to be reported to the Local Government) be retained in active service pending a decision on his application for pension, nor can he obtain leave of absence

481 The rule in Articles 565 to 568, requiring the refund of a Compensation gratuity on re employment, applies to a gratuity awarded under Article 478, if the officer is permanently re employed within three months from the date of notice But the officer need not refund that proportion of his gratuity under this Rule which the interval of his non-employment bears to the whole period for which the gratuity is given If the officer is re employed only temporarily, he need refund no part of his gratuity, but if such temporary employment is foreseen, the gratuity should be proportionately reduced

482 [illegible]

prescribed by Article 569

Acceptance of new Appointment

483 If an officer who is entitled to Compensation pension accepts instead another appointment in the Public Service and subsequently becomes again entitled to receive a pension of any class, the amount of such pension shall not be less than he could have claimed if he had not accepted the appointment

484 An officer employed in the Risala of the Raja of Satara, who on the disbandment of that Force in 1850 52, was transferred to the service of the British Government, is entitled, on his discharge from this service, to a minimum pension equal to his last pay in the Risala multiplied by a fraction, the denominator of which is twenty-five, and the numerator the number of completed years of his service in the Risala

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Section III —Invalid Pension

Conditions of Grant

485 An Invalid *pension* is awarded, on his retirement from the public service to an officer who by bodily or mental infirmity is permanently incapacitated—

(i) for the public service, or

(ii) for the particular branch of it to which he belongs

Rules regarding Medical Certificates.

Page 123. Article 486 (f).

Add the following at the end of this clause :—

"The medical officer shall also be supplied either by the head of the offi or by the head of the department in which the applicant is employed, with statement of what appears from official records to be the applicant's ag Where the applicant has a service book, the age there recorded should reported."

Surgeon-General
cal Committee over which the Surgeon-General or Deputy Surgeon-General should, when practicable, preside.

NOTE —[Where, as in Burma, there is a separate officer in charge of the Civil Administration, such officer, instead of the Deputy Surgeon General, should preside over the Medical Committee]

(c) If he is an officer in Superior Service, and is serving in the interior of the country under such circumstances that, in the opinion of the *Local Government*, he can be conveniently required to appear before a Medical Invaliding Committee,—by such Committee.

(d) In other cases, the *Local Government* may either accept a certificate given by a single Commissioned Medical Officer or Medical Officer in charge of a civil station, or assemble a special Invaliding Committee at a convenient civil station.

(e) If the pension applied for exceeds R100 a month, a certificate by a single Medical Officer should not be accepted as sufficient, if it is possible, without undue inconvenience, to assemble an Invaliding Committee or to cause the applicant to appear before the Surgeon General, Indian Medical Department, or the Standing Medical Committee at the Presidency.

(*f*) Except in the case of an officer on leave in England, no medical certificate of incapacity for service may be granted unless the applicant produces a letter from the head of his office or his department, to show that the latter is aware of his intention to appear before the Medical Officer.

487. (*a*) A succinct statement of the medical case, and of the treatment adopted, should, if possible, be appended.

(*b*) If the Examining Medical Officer, although unable to discover any specific disease in the officer, considers him incapacitated for further service by general debility while still under the age of fifty-five years, he should give detailed reasons for his opinion, and, if possible, a second medical opinion should always in such a case be obtained

(*c*) In a case of this kind, special explanation will be expected from the head of the office or department of the grounds on which it is proposed to invalid the officer.

488 Medical Officers must not give a certificate that inefficiency is due to old age ...
less t ...
fifty- ...
and (c) of the preceding Article)

(b) The Government of India have delegated the powers of a Local Government to the following officers —

(i) the Director General of the Post Office of India in respect of all officers subordinate to him,

(ii) the Comptroller and Auditor General and Head Commissioner of Paper Currency in respect of all non-gazetted officers subordinate to him,

(iii) the Inspector General of Military Works, the Director General of Telegraphs, and the Director General of Railways in respect of all subordinates serving under them, except Accountants,

(iv) the Accountant General in the Public Works Department in respect of all subordinates serving under him including all Accountants belonging to the establishment under the Government of India

(v) the Accountant General, Military Department, the Adjutant General in India, and the Quarter Master General in India in respect of all non gazetted subordinates employed in establishments under their control

Procedure.

507. The *Audit Officer* will inform the *Local Government* or the officer empowered under the preceding Article, whenever any officer, other than an officer of the Indian Civil Service or the Army, attains the age of fifty five years, in order that the *Local Government*, or officer concerned, being apprised of the fact, may take such action as seems fit for the retention or otherwise of the officer in question

Optional Retirement at Fifty five

508 An officer in superior service who has attained the age of fifty five years may, at his option, retire from the service on a Superannuation *pension*

Section V—Retiring Pension.

Explanation

509 A retiring pension is granted to an officer who voluntarily retires after completing qualifying superior service for thirty years or such less time as may for any special class of officers be prescribed

Retirement with view to re employment

510 No officer may retire with the view of being re employed, whether in the General Service or in service paid from an *Incorporated Local Fund*, and drawing pension in addition to pay But a soldier in civil employ who has earned his Army pension may continue in civil employ, on condition that his Army pension remains in abeyance so long as he is in civil employ

Combination of Appointments

511 An officer holding two or more separate appointments may not, save with the express sanction of the Government of India in the Finance Department or, if pensions are a Provincial charge, of the Local Government, resign one or more of such appointments on a *pension*, without retiring from the Public Service altogether There is no objection to his being relieved from one or more of such appointments at any time, without being compelled to leave the service altogether, but, in such case, any *pension* admissible to him for service in the office or offices from which he is relieved, will be deferred until he finally retires

Chapter XIX—Amount of Pensions

Section I—General Rules

Amount how regulated

512 The amount of *pension* that may be granted is determined by length of service as set forth in Articles 518 to 529 Fractions of a year are not taken into account in the calculation of any *pension* admissible to an officer under this Part of these Regulations.

Currency

513 A pension is fixed in rupees, and not in sterling money, even though it is to be paid in England

NOTE—[I cannot authorise a violation of the Rule under which all Indian pensions are fixed in rupees and therefore I am unable to sanction the grant of a pension of £ (x) to A B —(*Secretary of State No 311 dated 25th October 1877*)]

Award of Full Pension.

514 (*a*) The full pension admissible under the Rules is not to be given as a matter of course, or unless the service rendered has been really approved. (*See instructions of Secretary of State printed as Appendix No 7*)

(*b*) If the service has not been thoroughly satisfactory, the *Local Government* should make such reduction in the amount of *pension* as it thinks proper

NOTE —[The full pension admissible under the Regulations is not to be given as a matter of course but rather to be treated as a matter of distinction "—(*Secretary of State No 319 dated 21st August 1879*)]

Limitations

515 An officer entitled to pension may not take a gratuity instead of pension.

516 In the case of an officer who has any service under the Imperial (British) Government, pension from Indian Revenues should not be fixed until it has been ascertained whether any pension is payable from Imperial funds in respect of the service under the British Government

517 An officer, not being a Military Officer or a Member of the Indian Civil Service, transferred to service under a Colonial Government, on final retirement from the Colonial service on pension or compensation allowance, receives, at the charge of the Indian Revenues, for each completed year of qualifying and uninterrupted service in India, a pension of one sixtieth of his average emoluments at the time of his transfer, such average emoluments to be calculated for the last five years, or, if the whole service in India is less than five years for the whole period of service. The pension is subject to a maximum limit of R2,000 a year for an Indian service not exceeding ten years and R1,000 a year in any other case

NOTE —[The sanction of the Government of India is required to the transfer of an officer to any service of the description mentioned in this Article]

Section II —Amount of Superior Pension

Amount admissible.

518 The amount of a pension is regulated by the length of service, as follows —

(*a*) After a service of less than ten years a gratuity not exceeding (except in special cases, and under the orders of the Government of India) one month's emoluments for each completed year of service If the emoluments of the officer have been reduced during the last five years of his service, otherwise

than as a penalty, average emoluments may, at the discretion of the *Local Government*, be substituted for emoluments.

(*b*) After a service of not less than ten years a pension not exceeding the following amounts:—

Years of completed service.	Scale of Pension.	Maximum limit of Pension
10	10 sixtieths of average emoluments .	2,000 a year, or 166⅔ a month
11	11 " " " .	2,200 " 183⅓ "
12	12 " " " .	2,400 " 200 "
13	13 " " " .	2,600 " 216⅔ "
14	14 " " " .	2,800 " 233⅓ "
15	15 " " " .	3,000 " 250 "
16	16 " " " .	3,200 " 266⅔ "
17	17 " " " .	3,400 " 283⅓ "
18	18 " " "	3,600 " 300 "
19	19 " " " .	3,800 " 316⅔ "
20	20 " " " .	4,000 " 333⅓ "
21	21 " " " .	4,200 " 350 "
22	22 " " " .	4,400 " 366⅔ "
23	23 " " " .	4,600 " 383⅓ "
24	24 " " " .	4,800 " 400 "
25 and above	30 " " " .	5,000 " 416⅔ "

NOTE.—[For the precise meaning of average emoluments, see Articles 530 and 531 of this Chapter.]

519. In the following cases the several prescribed maxima limits of R2,000 to R5,000 prescribed in the preceding Article may be relaxed —

(*a*) For an officer whose average emoluments exceed R10,000 a year, and who entered the service before the 19th May 1855, or whose salary, before the 6th August 1862, exceeded R10,000 a year, the maximum pension is ordinarily R5,000 a year. But if the service of such an officer has been of *extraordinary merit*, a pension exceeding R5,000 a year may be recommended for the sanction of the Secretary of State.

(*b*) To an officer who entered the service before the 19th May 1855, but whose average emoluments do not exceed R10,000 a year, the Secretary of State, on the recommendation of the Government of India, sometimes grants a special pension in excess of the prescribed maximum for *unusually meritorious services*.

(*c*) For a Native Judge (*see Part I of Appendix No 5*) who was in the service on the 29th October 1866, the limit is ordinarily R5,000 a year.

NOTE —[The limits which may be relaxed under the foregoing Rules are the *maxima money limits*, and not the limits of from ten to thirty sixtieths of "Average Emoluments" referred to in the preceding Article—see orders printed in Appendix No 7]

520. An Invalid pension on the following scale, but not being less than R1,000 or more than R2,000 a year, may, if it is more favourable than the

Department.
trained in Europe
of State, or who
f this Article,

If the qualifying service of the officer be not less than	*Forty fifth part of the officer's Average Emoluments*
10 years	10
11 "	11
12 "	12
13 "	13
14 "	14

Reduction in certain cases.

521. (*a*) A superannuation pension ... account of inc... advancing years, ... January 1871, and ... one-fortieth for eve... ment of his qualify...

Note (1)—[Art ... re-employed after disch... ...

Note (2)—[Ple... P ... at entry into service (and th... ...)

Note (3)—[In the case of Jail officers in the Bombay Presidency who, previously to joining the Jail Department, had served in the Army, the limit of age for the purpose of this Article has been fixed at thirty-eight years]

Note (4).—[Port Officers in Madras are exempt from the operation of this Article]

(*b*) Gratuities are not subject to any reduction, and in the case of pensions the fixed limits are to be applied before, and not after, making the reduction.

522. Clause (*a*) of the preceding Article applies also to the S... of an officer promoted from Inferior ... 1871, if the officer entered the servi... age of twenty-five years.

523. In the case of an officer whose qualifying service began after he attained the age of thirty years, the attention of the Examining Medical Officer should always be called to Article 521 (*a*) in order that he may adapt his certificate accordingly.

Section III—Amount of Inferior Pension.

Amount of Pension.

524. *For inferior qualifying service, pension may, subject to the conditions* laid down in Chapter XVIII, Articles 468 to 501, be granted as follows.—

(*a*) Compensation and Invalid Gratuity :

(i) after a service of less than five years—*Nil* ;

(ii) after a service of not less than five years, but less than ten years—three months' pay ;

(iii) after a service of not less than ten years, but less than fifteen years—four months' pay ;

Amount of Pension

(iv) after a service of not less than fifteen years, but less than twenty years—five months' pay,

(v) after a service of not less than twenty years—six months' pay

(b) Compensation and Invalid Pension After a service of not less than thirty years—half pay not exceeding four rupees a month

There is no superannuation or retiring *pension* for Inferior Service

525 If the pay of an officer has been reduced during the last five years of his service otherwise than as a penalty, his gratuity or pension under this Section may, at the discretion of the *Local Government*, be calculated upon the average of his pay during the last five years of his service

526 In special cases the Government of India grants more than half pay, but never more than four rupees a month

Premature Invaliding

527 An officer should not, without urgent necessity, be invalided when he has nearly completed thirty years' service the Government cannot undertake to overlook a deficiency of service resulting from an officer being prematurely invalided The principle of this Rule applies to all analogous cases

Qualifying Service

528 Article 521 applies to the Invalid pension of an Inferior servant, if he is invalided on account of incapacity for further service due to old age of natural decay from advancing years (*See rule laid down in Article 523*)

Dockyard and Military Artificers

529 A Dockyard or Military Artificer whose qualifying service, on pay exceeding ten rupees, excluding interruptions of, and absence from, duty of *every* kind, amounts to not less than twenty five years, may be granted a Compensation or Invalid pension not exceeding three fourths of the pension to which he would be entitled if his service on pay exceeding ten rupees were reckoned as Superior

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Section IV.—Allowances reckoned for Pension.

Emoluments and Average Emoluments

530 The term "Emoluments" when used in this Part of the Regulations means the emoluments which the officer was receiving immediately before his retirement, and include—

(a) *Pay*,

(b) Personal allowance;

(c) Fees or commission, if they are the authorised emoluments of an appointment, and are *in addition* to *Pay*. In this case "Emoluments" means the average earnings for the last six months of service;

(d) Charge allowance to Signallers in the Indian and Indo-European Telegraph Departments;

(e) Commission in the case of a Thugyi in Lower Burma, "Emoluments" in this case being held to mean the average of his monthly receipts in commission during the five years' actual service previous to retirement—but see example (3) under Article 533;

(f) Bullock Train and Punjab Military Horse Van Dâk allowance in the Post Office Department;

(g) Allowances attached to a Minor Professorship in a Medical College under the Medical Warrant of 1867;

(h) Allowance attached to a Professorship or Lecturership in a Government Institution;

(i) Acting allowances of an officer without a substantive appointment if the acting service counts under Article 406, and allowances drawn by an officer appointed provisionally or substantively *pro tempore* to an office which is substantively vacant and on which no officer has a lien, or to an office temporarily vacant in consequence of the absence of the permanent incumbent on leave without allowances, or on transfer to Foreign Service.

1 In the case of Section writers and Press servants, whose service qualifies under Article 414, "Emoluments" means the average earnings of the last six months of service, but for calculating gratuity on the Superior scale, it means the average of the last six monthly bills exceeding ten rupees

531. The term "Average Emoluments" means the average calculated upon the last five years of service.

1 If, during the last five years of his service, an officer has been absent from duty on leave

included

"Average Emoluments" means the average of the last seventy two monthly bills exceeding ten rupees

5 In the case of a Thugyi in Lower Burma "Average Emoluments" means the average of his monthly receipts as commission during the five years' actual service previous to retirement—*but see example (3) under Article 533*

Allowances which do not count.

532. An officer cannot count the following allowances:—

(1) Local allowances including allowances given for duties performed in addition to the work of a regular appointment,

(2) Messing allowances, Working allowances, and Provision allowances to officers in the Marine Department;
(3) House-rent allowance, or estimated value of free quarters
(4) Tour and other allowances (to officers who accompany the Viceroy or any Government);
(5) Compensation for dearness of provisions

Net Emoluments taken.

533. Any part of an officer's pay or emoluments, which is specially intended to provide for expenses incidental to his duty, must be excluded. The following are examples of the operation of this Article —

(1) When an officer's pay is intended partly to cover the expense of his providing or keeping a horse, his pay must be taken only at what it would be if it was not intended to cover such expense When a water-carrier's (puckali) pay includes provision for a bullock, his pay must be taken at what it would be if he were not required to keep a bullock

(2) When a consolidated pay specially includes Tentage, Travelling allowance, or House allowance, these must be deducted.

(3) The commission paid to a Thugyi in Lower Burma goes in part to pay expenses incidental to his office In calculating "Emoluments" or "Average Emoluments" for pension purposes, 2½ per cent on a Thugyi's commission, if the average commission of the last five years of his service exceeds R600 a year, is deducted, as representing the expenses of his office, and pension is computed upon the remainder No deduction is made if the average commission of a Thugyi for the last five years of service does not exceed R600 a year, in such cases the pension is computed upon the total amount of such average commission.

(4) When an officer's pay is fixed at two rates a smaller rate during stationary duty and a higher rate during periods passed on tour or travelling, the former rate alone should be the basis of the calculation.

534. When an officer in permanent employment is deputed on temporary duty, he cannot count his additional Deputation allowances (*Article 410*)

535. The preceding Article does not apply to an officer deputed temporarily to service in the Income Tax Department, or to an officer deputed on abolition of his appointment to special duty (*Article 413*), or to an officer who, when his appointment was abolished, was on special duty. In these cases the full allowances are counted

Combination of Appointments.

536 If an officer has held more than one appointment, in respect of each of which, if he had held it separately and alone, pension would have been admissible to him, the pension admissible to him is the sum of the several pensions which would have been admissible to him if he had held each office separately and alone The consolidated *pension* thus admissible is subject to the limitations prescribed in Articles 518 to 523

537. An officer is not entitled for service in an office conjointly with another office, to any pension which would not have been admissible to him if he had held the office separately and alone.

Chapter XX.—Special Rules for the Police.

Section I.—Extent of Application.

Organised Police Forces.

538. The Rules in this Chapter apply to members of Police Forces constituted under Acts XIII of 1856, XXIV of 1859, and V of 1861 of the Governor General of India in Council, Act IV of 1866, of the Lieutenant-Governor of Bengal in Council, and Acts VII of 1867 and I of 1872 of the Governor of Bombay in Council.

Other Government Police.

539. The Trans-Indus Police Force, though not organised under Act V of 1861 until the 4th August 1873, and never possessing a Superannuation Fund, is on the same footing as to pension as the legally-constituted Police

540. Members of the Salt Preventive Force, employed on the Northern Frontier line and at the Runn Salt Works in the Bombay Presidency, though the Preventive Force to which they belong is not constituted under any Act of the Legislature, and never possessed a Superannuation Fund, are entitled [illegible] the Rules in this Chapter. This concession [illegible] reventive Force in employ on the date from [illegible] revised so as to ensure a saving of half an anna in the rupee on the salaries of all the members of the Force whose pay did not exceed R20 a month, and under it all service in the Force, whether rendered before or after the revision of pay, counts

541. Members of the Police Force serving in the Beluchistan Agency, and sowars of the Somali Coast Mounted Police Force, although the Forces are not constituted under any Act of Legislature, are entitled to receive pensions and gratuities under the Rules contained in this Chapter

Municipal Police.

542 (a) If the Police of a town are wholly supported by, and under the control of, a Municipality, the Government has no concern with their pensions

(b) But if the Government, being interested in the efficiency of a Police Force, paid, wholly or partly, by a Municipality, the Calcutta Port Trust, or

from Cantonment Funds, or from the General Revenues subsidised by a con-
Trust, or from Cantonment
the Force, as connected with
such a Force qualifies The
Trust, or of Cantonment
Funds towards the cost of the pensions of such Forces are, for the present, undetermined

543 The Police Force in the Presidency towns of Calcutta, Madras, and Bombay, and in the Municipalities in Lower Bengal, come under clause (b) of the preceding Article

544. Members of the Police Forces, employed by small Municipalities in Sindh, and by Village Communities in the District of Hyderabad in Sindh, are not entitled to *pensions*.

Railway Police.

545. The service of members of the Railway Police, appointed and controlled by Government, *qualifies*, though they may be either wholly or partly paid by the Railway Companies.

Section II.—Qualifying Service.

Qualifying Service.

546. Service in any of the Police Forces mentioned in Articles 538 to 541 after the establishment of a Superannuation Fund in the Force qualifies

NOTE (2) [I am directed to acknowledge the receipt of your letter No 1860 dated 27th April 1876 enquiring whether Armourers, Bellows boys Bhisties and Muchies who have subscribed to the Police Superannuation Fund should be allowed *pensions* according to the special Rules for the

Police, or according to the scale prescribed in *Article 521 of these Regulations*, and whether, in the latter case, the subscriptions recovered from them on account of the Police Superannuation Fund should not be refunded

547. Members of Office establishments permitted to subscribe to the Police Superannuation Funds by order of the Government of India in the Finance Department, No 3398, dated 27th July 1868, *may count the service* during which they so subscribed

548. Men of the Police Force of the City of Bombay who have served the full time for pension in the Force and who joined the Force before the 1st April 1886, the date of the abolition of the Superannuation Fund, are, on being invalided, admitted to the benefits of the Superannuation Fund on paying up their subscriptions for the full period of their service Under this Rule the service of an officer in the Bombay City Police before the establishment of the Superannuation Fund counts towards *pension* under the Rules of the Fund if he pays up his subscriptions for the whole period of his service in the Police Force

Service before enlistment.

549. In the following cases service rendered before enlistment in the present Police Constabulary *qualifies* —

(*a*) In the cases referred to in Articles 560 and 561, if the men subscribed to the Superannuation Fund in order to obtain the higher *pensions* admissible under its Rules, or if, by serving on pay exceeding twenty rupees, they have become entitled to the *pension* prescribed in Article 555, the previous service mentioned in Articles 560 and 561 qualifies

(*b*) Soldiers transferred to the Police on reduction of the Native Army count their Army service.

1 This concession does not apply to a soldier voluntarily taking his discharge from the Army and entering the Police except as to soldiers who under the authority of the Order in the Military Department, No 526 E S, dated 25th October 1880, volunteered for service in the Port Blair Police

2 In the Punjab Police men counting service under this Rule, if they were faithful during the Mutiny, when their regiments joined the rebels, are entitled to pension as soldiers of the Line, instead of at the rates of the Superannuation Fund

3 Native Commissioned or Non commissioned soldiers who formed part of the Garrison of Lucknow during the siege in 1857 count three years additional service

4 Men of the Bhagulpur Hill Rangers, who, on the disbandment of the corps took employment in the Police count their service in that corps including the period of employment in it during the time the corps was under the orders of the Civil Department after the reductions in the Native Army made in 1861

(*c*) Men who were enlisted in the Central Provinces Police after discharge with gratuity from the Nagpur Irregular Force, or who were transferred to

the Police from that Force, or from the Mulki Horse, count their service in these Forces, and also in the Forces of the late Raja of Nagpur

(*d*) Men who served with the 1st Regiment, Nagpur Irregular Infantry, or with the Mulki Horse, during the Mutiny in 1857, count two years' additional service

(*e*) Men of the Berar Police, recruited from the Hill Rangers, count their service in that corps

(*f*) Service in the 1st Bengal Military Police Battalion and in the Oudh Military Police qualifies

(*g*) Service in Superior grades in the old Civil and Military Police (*i e*, as a Daroga or in any office of higher rank in the Civil Police, and as a Jamadar or in any office of higher rank in the Military Police), or in any other Department, qualifies.

(*h*) Service in the Special Levy, which, during the Mutiny, was organised in the Kaira District under the supervision of Mr L R Ashburner, then First Assistant Magistrate of Kaira, qualifies

(*i*) In the North-Western Provinces, the Punjab, and Oudh (save as provided in clause (*f*), men count half their service in the Inferior grades in the old Civil and Military Police

(*j*) Men transferred from the Army to the Military Police in the years 1858-1861 preserved whatever title they had when transferred to pension for Army service At the same time service in the Military Police did not give any further title to pension, except in the cases specially mentioned above Accordingly, men who possessed this title to pension for Army Service, and were transferred from the Military Police to the Civil Police count their previous Army service

(*k*) Service in the Bombay Excise (Abkari) Police, before that force was amalgamated with the Bombay District Police qualifies

(*l*) Native commissioned officers and men of the Army, who volunteer for transfer to the new levies and Military Police raised in Burma, in consequence of the annexation of Upper Burma to the British dominions, are allowed to count their Army service for *pension* under the Rules applicable to the police in that Province.

Incidence of Charge

550 Pensions granted to men who count Army service under the foregoing Rules are, if their Military service was sufficient to entitle them to pension if discharged without fault, a military charge, otherwise they are a civil charge

Breaks in Service

551 Subject to the *provisions* of Chapter XXI a *Policeman on* pay not exceeding twenty rupees, who re enlists within one year after discharge or resignation may, with the sanction of the Inspector General, count his service before such discharge or resignation.

Section III.—Amount of Pension.

Officers on pay not exceeding Rs. 20.

552. The pension admissible to an officer whose *pay* at date of discharge or resignation does not exceed twenty rupees, will be determined, as prescribed in Article 554, according to one of the following scales —

Scale A.—According to the Rules of the Superannuation Fund of the Force

1 As the Rules of the Superannuation Fund did not always provide for Compensation pension, the following orders were issued with reference to the reductions directed in 1869 —

(1) Compensation pension should be awarded at the same rate as the Superannuation Fund Rules provide for Invalid pensions

(2) But if a gratuity thus awardable is less than the amount (without interest) of the officer's subscriptions to the Fund, the difference should be made up

Scale B—According to the Rules prescribed in Chapters XVII to XIX for the calculation of pensions for Superior service, except that—

(i) all service in the Police after the age of eighteen years qualifies,

(ii) in addition to the Privilege leave which, under Article 445, is reckoned as service, one year's leave in fifteen years' service, and two in thirty years' service, is so reckoned.

Note—Policemen in the lower ranks of the Madras City Police on salaries not exceeding R20 a month who enlisted after the 19th July 1871, may retire on pension without medical certificate after twenty five years' service

553. (*a*) The *pension* of an officer of the Town Police of Calcutta, and of an officer of the Town Police of Bombay who was in the Force before the 1st April 1886, is regulated by Scale A.

(*b*) The *pension* of an officer of the Town Police of Bombay, if he was enlisted or re enlisted on or after 1st April 1886, is regulated by Scale B

554. The *pension* of an officer of any other Force is regulated as follows —

(*a*) If he was in the Police before the 19th July 1871 and has served continuously since that date, by Scale A or Scale B, according to his election (which, by order in the Finance Department, No. 2091, dated 19th July 1871, he was required immediately to declare) Provided that, in the case of an officer who has elected to abide by Scale B, such election shall not prejudice his title to count as service for pension any leave obtained by him before his election, which, under the Rules of the Superannuation Fund, would have counted for pension.

(*b*) If he was enlisted or re-enlisted on or after the 19th July 1871, by Scale B

Articles 552—554.

Officers on pay exceeding Rs 20.

555. The *pension* admissible to an officer whose pay at date of discharge or resignation exceeds twenty rupees, is determined by the Rules which apply to ordinary Service, except that service rendered after the completion of twenty years of age, and declared by this Chapter to be qualifying, is treated as Superior service, and that the benefit of Article 551 is not withdrawn from a Police Officer by reason of his being promoted to *pay* exceeding twenty rupees a month.

1 When a Police Officer, by promotion to a *pay* exceeding twenty rupees, loses any benefit as to *pension* which he would have enjoyed had his *pay* remained unchanged, his *pension* may be regulated as if he had not received the promotion

2. Men of the Bombay City Police count as Superior their service in the Force in Inferior grades before the establishment of the Superannuation Fund

Previous Inferior Service.

556. If part of an officer's continuous service qualifies for *pension* under the general Rules, but does not qualify under the Rules in this Chapter, he may elect to receive, in lieu of the *pension* admissible under this Chapter, such pension as is admissible to him under Articles 436 and 524 to 527 for the whole of his service, both Inferior and Superior (see Article 504).

Example —An officer who was transferred to the present Civil Police from an Inferior grade in the Old Police, or from the Military Police, and who is not entitled, under Articles 549 or 560 to 562, to count former service, may obtain *pension* under this Article

557. An officer who, under Article 554, has elected to abide by Scale B, will, if he takes gratuity under the preceding Article, obtain, in lieu of the scale prescribed in Article 524, one month's pay for every complete two years of service, but not more than twelve months' pay in all.

Calculation of Pension.

558 Except in the case of officers of the Town Police of Calcutta, and of officers of the Town Police of Bombay who were in the Force before the 1st April 1886 (Article 553), pension is to be calculated upon the net pay, *i e*, the *pay* actually received by the officer, and not upon the gross pay, *i e*, the pay from which were deducted the subscriptions to the Superannuation Funds (*see concluding sentence of Note* (1) *to Article 546*) But this Rule shall not, unless he be either promoted to higher pay or degraded for misconduct to lower pay, be applied to any officer who, on the 19th July 1871, was entitled, by the Rules of the Superannuation Fund, to have his pension calculated on his gross pay

559. Good Service pay i [illegible]
the case of those who, before [illegible]
Forces of Bengal (excluding [illegible]

Section IV—Special Privileges

Sikh Darbar Soldiers.

560 Soldiers of the Sikh Government to whom service was guaranteed (*see Article 402* (*e*)), and who, on the breaking up of the Punjab Military Police, were transferred from that body to the Civil Police, are, if their pay does not exceed twenty rupees, entitled to invalid pensions at Line rates for their service under the Sikh Darbar, and in the Military Police and in the Civil Police Second Class Sergeants get pension as Havildars, Third Class Sergeants as Naiks, and Constables as Sepoys.

Army and Military Police.

561 Men who after completing, on 3rd May 1861, four years' service in the Army, or in the Oudh Military Police, were transferred to the Oudh Civil Police, and were in this Force on the 26th January 1864, are, if their pay does not exceed twenty rupees, entitled for their service in the Army and the Military Police, and in the Civil Police, to pensions on the terms applicable to Local and Irregular troops of the rank corresponding with that which they may attain in the Police.

Mhairwara Battalion

562 Men of the Mhairwara Battalion who were present on parade on the 1st July 1857, and were subsequently transferred to the Ajmir and Mhairwara Police, are entitled to pension as Soldiers of the Line

Satara Local Corps

563 The pension of an officer who, on the disbandment of the Satara Local Corps in 1862, or any earlier reduction of the corps, entered the Police, shall not be less than he would have received if, instead of joining the Police, he had resigned the Public Service altogether, namely —

(i) A gratuity of six times his last monthly pay in the Corps,
(ii) Half his last month's pay in the Corps for each year's service in the Corps in excess of six

Chapter XXI.—Re-employment of Pensioners.

Section I —Civil Pensioners

Notice of re employment.

564. The rules in this Chapter require in certain cases deductions to be made from the pensions or salaries of re-employed officers Instances have been brought to notice in which such deductions were not made owing to the officers of Account having been ignorant of the fact that the re employed officer had been granted a pension for previous service When a person, who was formerly in Government employ, is re employed, whether temporarily or permanently, the authority re appointing him shall specifically state in the order of re-appointment whether he received any gratuity, bonus, or pension, on retirement, and shall communicate a copy of this order to the *Audit Officer*, and, if necessary, direct that the proper deductions be made

After Compensation Gratuity

565 An officer who has obtained a Compensation Gratuity, if re employed in qualifying service, may either retain his gratuity, in which case his former service will not count for future pension, or refund it and count his former service.

566 The intention to refund must be stated immediately on re employment, but the refund may be made by monthly instalments of not less than one-third of the officer's salary, and also not less than the whole gratuity divided by the number of months which have elapsed since the end of the service for which the gratuity was given The right to count previous service does not revive till the whole amount is refunded

567 T[illegible]

[illegible] by the death or dismissal of the officer A subsequent refund of a grat[illegible]
pensate the State for the [illegible]
No 3047, dated 8th Septem[illegible]
was pointedly called to this Rule, and a fresh and special opportunity was given to any officer then in the service who had neglected to refund a gratuity to repair his neglect.

568. The attention of every officer who is re-employed should be specially called to Article 566 by the authority re-employing him, and, whenever he becomes aware of such an appointment, by the *Audit Officer*, but the failure of such authority to do this will not be admitted as a ground for allowing the refund at a later date

After Compensation Pension.

569 (*a*) An officer who has obtained a Compensation Pension, if re-employed, may retain his pension in addition to his pay Provided that, if he is re-employed in a Government establishment or in an establishment paid from an Incorporated Local Fund, the pension shall remain wholly or partly in abeyance, if the sum total of the pension and the pay on re employment exceeds the pay [illegible] was given

(*b*) [illegible] either retain his pension [illegible] his former service will not count for future pension, or cease to draw any part of his pension and count his previous service. Pension intermediately drawn need not be refunded

NOTE —[An officer counts his previous service under clause (*b*) if on re employment his pension remains wholly in abeyance under the proviso to clause (*a*) See also the note to Article 573]

570. In the case of a Section writer or Press servant (*see Article 414*) re employed, the pay of the appointment abolished is taken at the average earnings of the last six months of employment

571 If an officer does not, within three months from the date of his re employment, exercise the option conceded by Article 569, of ceasing to draw pension and counting his former service, he may not thereafter do so without the permission of the Local Government

572 An officer who, under Article 569, draws pension in addition to pay, shall, during leave of absence from his new office, draw so much of his pension as will bring his whole allowances during leave up to the amount which would have been admissible to him if he had taken leave of the same kind under the same circumstances while holding his abolished appointment Provided that his allowances on leave shall never be less than his pension.

[illegible] Officer of the Public Works Department [illegible]esolution in the Finance Department, [illegible]cept as regards re employment in an [illegible]

(*b*) Any such officer, whether re-employed permanently or temporarily, is required on re employment to refund the special gratuity received by him under paragraph 5, section II, clause (5) of the Resolution of the 31st July 1879, but if he does not make the refund, his pension will, for the purposes of this Article, be held to be increased by an amount equal to 5 per cent per annum on his special gratuity. If the officer has capitalised his pension, the same deduction will, if necessary, be made from his allowances as if he had not done so

(c) Any such officer re employed in service paid from a *Local Fund* may, in addition to his *salary*, draw his pension and retain the special

gratuity received by him under paragraph 5, section II, clause (5) of the Resolution of the 31st July 1879.

[illegible] sioner on re-employment in a worse position than a non pensioner.

"As "A. B" has cap[illegible] this Article, pay to Government an [illegible] not refunded his special gratuity, [illegible] on should be increased by an amount [illegible] On payment of these amounts direct to Government or on deduction of these amounts from his pay bills, the amounts deducted being credited to Government, there is no restriction, so far as the Government is concerned, on the amount of pay he may draw. It will perhaps be found most convenient to realise the sums to be paid by A. B. by deduction from his pay, and adjust them by credit to the Civil Department in your exchange account.'—(*Letter from Accountant General, Public Works Department, to the Joint Auditor and Examiner of Accounts, Southern Mahratta Railway, No 291E., dated 21st May 1883*)]

After Invalid Pension.

574 There is no bar to the re-employment of an officer who has regained health after obtaining Invalid pension, or if an officer is invalided as being incapacitated for employment in a particular branch of the service, to his re employment in some other branch of the service. The Rules in such a case as to refunding gratuity, drawing pension, and counting service, are the same as in the case of re employment after Compensation pension.

After Superannuation Pension.

575. An officer who has obtained a Superannuation pension is, by the nature of the case, excluded from re employment in the General Service; but may, with the sanction of the Local Government, which should be given only on strong public grounds, be re employed in Service paid from a *Local Fund*. If so re-employed he is permitted to retain his *pension*. An officer who is superannuated may not be re employed on the ground that he was entitled to a retiring pension.

After Retiring Pension.

576 An officer who has obtained a Retiring pension cannot be re-employed, either in the General Service or in Service paid from an *Incorporated Local Fund*, except on strong public grounds, and with the express sanction of the Government of India in the Finance Department, or, if pensions are a Provincial charge, of the Local Government. If so re-employed, he is permitted to draw pension in addition to full pay.

Exceptions.

577. The foregoing Rules do not apply—

(i) to a pension paid from a Police Superannuation Fund constituted by

contributions from the Force Such a pension may be drawn, without restriction, in addition to salary, or

(ii) to pensioners re-employed in non pensionable service on the subordinate establishment of a State Railway Such pensioners retain their gratuities and continue to draw their pensions, subject, in the case of pensions of all classes, to the provisions of Article 569

578 A pensioner of any class may be appointed to be Sub-Registrar of Assurances if he be remunerated by fees only

579 A pensioner of any class may, with the sanction of the *Local Government*, be employed without loss of pension, on duty which is *boná fide* temporary, lasting for not more than a year This rule applies to Military and Naval Pensioners as well as to Civil Pensioners

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Section II —Other Pensioners.

Civil Servants of Her Majesty's Government.

580. For the Statute 35 Vict, Cap 12, which regulates the re employment of pensioned Civil Servants of the British Government, see Appendix No 8 It does not apply to pensioned servants of the Government of India

Military Pensioners

581 The foregoing Rules do not apply to a Military pensioner in civil employ, save as provided in the following Articles, the claims of such an officer to salary and pension in the Civil Department are not affected by his Military pension

582 The salary in the Civil Department of a Commissioned Military officer, not being a *Native of India*, whether the pay of his office be consolidated or Staff pay, shall be reduced by the amount of any annuity, [illegible]

if he had not done so

583 The pension of the heir of a Native Non-Commissioned Military officer or soldier, or of a Medical subordinate, will, during re employment, merge in his salary

584 Provided always that an Invalid Native Commissioned officer shall receive only so much of his Invalid pension as, with his civil pay, will make

his whole allowances equal to his Military pay and allowances immediately before his retirement. If, therefore, the pay of his civil appointment is not less than his Military pay and allowances at the date of his retirement, he receives no portion of his Military pension.

Exception.—The pensions of Army pensioners who enlist into the Burma Military Police are held in abeyance during the time such pensioners continue to serve in that force

The gratuities granted to discharged soldiers enlisting into the Burma Military Police need not be refunded.—(*Finance Department Order, No 161, dated 11th January 1888*)

Indian Navy Pensioners.

585. (*a*) The foregoing Rules do not apply to an officer pensioned on the abolition of the Indian Navy. If such an officer is re-employed, his service will be on exactly the same terms as if he had never been emplo- [illegible]

(*b*) The following Rules apply to the cases of officers of the late Indian Navy, re-employed under Government, who have commuted the whole, or a portion, of their Indian Navy pensions:—

(1) If the re-employment of the officer commenced after the 31st of July 1883, his salary will be subject to a deduction equal to the amount of pension commuted · Provided that his total emoluments shall not thereby be reduced to a less amount than the original pension, together with a quarter thereof. The officer will not be entitled by reason of such deductions to resume, on the termination of his re-employment, any portion of the amount of pension commuted.

(2) If the re-employment of the officer commenced on or before the 31st of July 1883, his salary will be subject to deductions as above, but—

(3) If deductions under Rule (2) have been regularly made during the whole period of his re-employment, he will be allowed to discontinue payment of the deductions when the aggregate amount deducted equals the capital value (calculated at the date of the commencement of his re-employment) of the amount of pension commuted.

(4) An officer under Rule (2) will be allowed, on the termination of his re employment, to resume the amount of pension commuted, provided that the full capital value, as described in Rule (3) has been repaid by the deductions from his salary. If such capital value has not been repaid in full when the re-employment ceases, the amount of pension commuted may be resumed on the officer paying up the balance, and with effect from the date on which he pays such balance.

(5) An Indian Navy pensioner re-employed on or before the 31st of July 1883, from whose salary the deductions prescribed in Rule (1) have not been regularly made during the whole period of his re-employment, is not entitled to the concessions specified in the subsequent rules, and is subject to deductions under Rule (1) from the date on which it is known that such deductions are not being

made, or such earlier date as may be determined by the Government of India

586. Engineers, Boiler-makers, and Warrant Officers of the Indian Navy, who were pensioned on its abolition, are permitted to draw their pensions, during re-employment, in addition to full pay.

Section III.—Pension for new service.

When admissible.

587. Except as provided in Articles 581 to 586, an Officer who, having been discharged with a *pension*, is subsequently re-employed, may not count his new service for a separate *pension*. *Pension* (if any) is admissible only for the new service combined with the old, the whole being counted as one service.

587A. If an officer who has obtained a compensation or invalid pension
(see Article 569),
e is subject to the
pital value of the
pension shall not be greater than the difference between the value of the pension that would be admissible at the time of the officer's final retirement, if the two periods of service were combined, and the value of the pension already granted for the previous service

Illustration.—A, who had retired at the age of forty after eighteen years' service on a compensation pension of *R90* (his salary having been *R300*), was re-employed after six years in an appo
age of fifty five
R1 800 But if t
difference between
of fifty five is by
reduced to R1,085

When Gratuity is not refunded.

588 (*a*) If a gratuity received for the earlier service has not been refunded, gratuity or pension (as the case may be) may be allowed for the subsequent service, on condition that the amount of such gratuity or the present value of such pension calculated according to Table A in Appendix No 9 *plus* the amount of the previous gratuity, shall not exceed the amount of gratuity or the present value of the pension that would have been admissible had the gratuity received for the earlier service been refunded

(*b*) If the amount of such gratuity or the present value of such pension, *plus* the amount of the previous gratuity, exceeds the amount of gratuity or the present value of the pension that would have been admissible if the gratuity received for the earlier service had been refunded, the excess must be disallowed.

PART V.—RULES APPLICABLE TO SPECIAL DEPARTMENTS OR SPECIAL OFFICERS.

GENERAL ARRANGEMENT.

PART V.—RULES APPLICABLE TO SPECIAL DEPARTMENTS OR SPECIAL OFFICERS.

Chapter XXII.—The Governor General, Governors, Lieutenant-Governors and Members of Council.

Section I—Existing Pensions how affected.

589. The following is the Statute Law applicable to the Governor General, Governors, and Members of Council who hold or enjoy pensions —

[illegible]

590. If an Ordinary Member of Council hold or enjoy any pension or any annuity payable out of the Civil or Military Fund, the salary of his office of Member of Council is to be reduced under Acts 3 and 4 Will. 4, Cap. 85, s. 77, by the amount of the pension or annuity held by him. A Good Service Pension enjoyed by Military Officers comes within the meaning of pension under the Act cited above.

Section II.—Lieutenant-Governors.

Leave Rules.

591. (a) Leave on medical certificate for not more than six months may be granted to a Lieutenant-Governor. On resuming his duties after such leave, a Lieutenant-Governor is entitled to half his salary for the period of his absence. If he is prevented from resuming his duties, he is entitled to no absentee allowances.

(b) A Lieutenant-Governor is not entitled to any other leave.

Acting Lieutenant Governor.

592. The salary of a person appointed to officiate as Lieutenant-Governor is regulated in the same way as the salary of a person appointed to be a temporary Member of Council (see Article 596).

Section III.—Members of Council

Tenure of Office.

593. The tenure by a Member of Council of his office begins when he takes upon himself the execution of his office, and the resignation of his office by a Member of Council whose successor has not entered upon his office, takes effect from the day following that of his embarkation at any port in India, excluding Aden, or from the expiry of his five years' tenure of office, whichever date is earlier.

Leave Rules.

594. The leave admissible to an Ordinary Member of the Executive Council of the Governor General or of the Governor of Madras or Bombay is regulated by Statute 24 and 25 Vict, Cap 67, s 26, as follows —

Section 26.—[illegible]
of either of the [illegible]
Leave of absence [illegible]
Member during h[illegible]
duties rece ve hal[illegible]
months, his Office shall be vacated

595. Subject to any special orders by the Government of India to the contrary, leave of absence granted to an Ordinary Member of the Council of the Governor General (if taken out of India) commences on the day after such Member embarks at any [illegible]
day before he disembarks at [illegible]
always that such Member [illegible]
until he embarks, and that [illegible]
barkation [illegible]

Temporary Member.

[illegible] mporary Member of the [illegible] Governor of Madras or [illegible] 67, s 27, as follows —

NOTE.—[The headings which are introduced to facilitate reference are not a part of the Statute]

Members of Council.

In case of vacancy

Section 27.—If any vacancy shall happen in the office of an Ordinary Member of the Council of the Governor General, or of the Council of either of the Presidencies, when no person provisionally appointed to succeed thereto shall be then present on the spot, then, and on every such occasion, such vacancy shall be supplied by the appointment of the Governor General in Council or the Governor in Council, as the case may be, and until a successor shall arrive the [illegible] his being appointed to such office

In case of absence.

[illegible]

Proviso

Provided always that no person shall be appointed a temporary Member of the said Council who might not have been appointed as hereinbefore provided to fill the vacancy supplied by such temporary appointment

597. A Good Service pension comes within the "allowances" which a provisional Member of Council appointed on a vacancy occurring in the office of an Ordinary Member must forego

598. The *salary* of the substantive office of a temporary Member of Council appointed in the place of an Ordinary Member of Council who, by reason of infirmity or otherwise, is rendered incapable of acting or is absent on leave, includes the Military pay or Staff Corps pay of an officer holding an appointment the pay of which is a Staff salary, but does not include a Good Service pension Such a temporary Member is not liable to any deduction of salary on account of Good Service pension.

Additional Members.

599. A Public Officer nominated under Section 10 of the Indian Councils Act, 1861, to be a Member of the Council of the Governor General for the purpose of making Laws and Regulations, shall receive only, while actually present on duty with the Council and not at any other time, a Deputation allowance at the rate of R616⅔ a month, in addition to the *pay*, or if he held an officiating appointment, the *salary* of the appointment held by him at the time of his nomination to the Council Provided that the aggregate monthly emoluments, including Deputation Allowance, of such officer as

Additional Member of Council shall never be drawn at a *rate* in excess of R4,166⅔ a month

Chapter XXIII.—Judges of the High Courts.

Statutory Rules.

600. The following rules made under Statute 24 and 25 Vict., Cap. 104, s 6, by the Secretary of State in Council of India, regulate the salaries, allowances, furloughs, retiring pensions, and (when necessary) expenses for equipment and voyage of the Chief Justices and Judges of the several High Courts established under the said statute. They have effect from the 11th of May 1891.

NOTE — [The notes and the headings (other than those of sections) which are introduced to facilitate reference do not appear in the statutory rules]

Definitions

1. In these Rules, unless there is something repugnant in the subject or context,—

Appointments

"Acting Chief Justice" means a Judge appointed under Section 7 of Statute 24 and 25 Vict., Cap 104, to perform the duties of Chief Justice of a High Court.

"Acting Judge" means a person appointed under the said Section 7 to perform the duties of Judge of a High Court

"Judge" includes a Chief Justice and Acting Chief Justice, and an Acting Judge, except where the contrary is expressed

Actual Service

"Actual service" includes—

ordinary leave under Rule 26)

Section I.—Salaries.

2 The Chief Justice, or Acting Chief Justice, of the High Court at Calcutta shall be paid a salary at the rate of R72,000 per annum

3 The Chief Justice, or Acting Chief Justice, of the High Courts at Madras and at Bombay and for the North Western Provinces, respectively, shall be paid a salary at the rate of R60,000 per annum.

Article 600.

Section II.—Leave.

Furlough earned.

[illegible] one time is fifteen months

Furlough admissible

[illegible] be taken until the completion of two years' actual service in the High Court, and shall not exceed one year

Conditions of Grant

7. Except under Rules 8 and 9, furlough shall not be granted until after the completion of three years' actual service from the date of the last return from furlough or from extraordinary leave

8 Under medical certificate, furlough may be granted before it is at credit under Rule 5, and although three years' actual service may not have been completed since the last return from fur- [illegible]

Commencement and end of Furlough

[illegible] the Judge quits his [illegible] reckoned from the [illegible] ation on return to [illegible] ncement and ter- [illegible] Rule 10, accord- [illegible]

Subsidiary Leave

12 For the interval between the date of quitting his office and the commencement of furlough out of India, and between the termination of furlough out of India and resuming his office, a Judge may be allowed subsidiary leave not ordinarily exceeding thirty days, which in special cases may be extended.

Leave Allowances

[illegible]

Number of Furloughs admissible

14. [illegible]

Article 600.

Rules applicable to Special Departments or Special Officers

Privilege Leave—Present Rules.

tion

Privilege Leave—Special Rules

17 Rule 16 does not apply to the following Judges —

T Muthuswami Aiyar	Madras
Bayley, L H	Bombay
Prinsep, H T	Calcutta
Sargent, Sir C, Kt	Bombay
Tottenham, L R	Calcutta.
Wilson, A.	Calcutta

18 Privilege leave may be granted to any of the Judges named in Rule 17, under the following Rules —

(1) Subject to the exigencies of the public service, privilege leave for one month may be granted to a Judge who has been on duty without interruption for eleven months, including the vacation

(2) An additional month of privilege leave accrues to a Judge after each further period of eleven months' continuous duty, including the vacation

privilege leave which he may subsequently obtain

Privilege Leave Declaration

19 [illegible]

Commutation of Leave.

20. Furlough and privilege leave shall not be taken as such in continuation of each other, but if a Judge absent on leave of one of these kinds is allowed to change it for leave of the other kind, the whole period of his absence shall be held to be under leave of the latter kind.

Applications for Leave

21 Applications for leave shall in all cases be submitted in such manner as the Government shall from time to time prescribe

Payment of Leave Allowances

22. Leave allowance shall be payable monthly if payment is made in India, and quarterly if in England.

Effect of leave on substantive appointment, etc

23 No substantive appointment shall be vacated merely by reason of leave being granted under these Rules

Article 600

Judges of the High Courts.

[illegible] quence of his absence.

[illegible] at the end of the vacation.

Effect of leave on Pensionary Service.

25. No leave except privilege leave and leave subsidiary to furlough shall count as service for pension.

Extraordinary Leave

[illegible] e, to [illegible] ules, [illegible] six [illegible]

Section III.—Pensions.

Chief Justice.

[illegible]

Judges.

29 A Judge of a High Court, not being eligible for pension at a higher rate under Rule 27 or 28, shall, after an actual service of fourteen and a half years as Judge, receive a pension not exceeding 1,200*l.* per annum

30 A Chief Justice or Judge shall, after an actual service of ten years, receive a pension according to the following graduated table:—

1	2	3	4
Years of actual service	Chief Justice, Calcutta	Chief Justice, Madras and elsewhere	Judge.
	£	£	£
10	1,200	1,000	800
10½	1,320	1 100	880
11½	1,440	1,200	960
12½	1,560	1 300	1,040
13½	1,680	1,400	1,120

Invalid Pensions

31 A Chief Justice or Judge who retires on medical certificate after six years and nine months' actual service, shall receive a pension not exceeding in the case of a Chief Justice of the High Court at Calcutta, 700*l* per annum, in the case of the Chief Justice of any other High Court, 600*l.* per annum, and in the case of a Judge of a High Court, 500*l* per annum

Previous Service

32 In the event of a Judge receiving a pension under the preceding Rules, he will not be entitled to any other pension or retiring allowance

Article 600.

Members of the Indian Civil Service

Transfer to another High Court

36 If a Judge be transferred from one High Court to another, the period he shall have served in each Court shall count towards his qualification for pension.

Promotion to be Chief Justice.

appointed

Court at Calcutta

said High Court at Calcutta

40

to every

appointed

office wh

that he

under which he may be now serving

[*N B*—The Rules referred to in the last line of this rule will be found in Appendix No 29A. of these Regulations]

Section IV.—Expenses for Equipment and Voyage.

41 For the purpose of defraying the expenses of equipment and voyage from Europe on first

...rt, 300*l* But no such allowance shall be made to the office of Chief Justice or Judge, or ...me of his appointment with the intention of

Reversion to the General Service.

601. (*a*) An officer subject to the Rules of any of the other Chapters of these Regulations who has for a time been removed from the operation of such

rules by reason of officiating as Judge of the High Court, shall, on return to general service, have to his credit the same amount of service towards privilege leave as was at his credit when he began to officiate as High Court Judge

(b) In addition to this, he is entitled to count towards privilege leave, under the Rules to which he is subject, any period that has elapsed since he last obtained privilege leave or enjoyed vacation as High Court Judge, which he could have counted for privilége leave as a High Court Judge, if his officiating service had been prolonged until leave became admissible under the Rules applicable to Judges of the High Court

602 If a Judge, who is a Member of the Indian Civil Service or a Statutory Civil Servant, shall be permitted to resign his office and remain in the service, all leave which he may have taken as a Judge of the High Court shall be reckoned as if it had been taken under the Rules for the leave of absence of Members of the Indian Civil Service or Statutory Civil Servants, as the case may be

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Chapter XXIV.—Barrister Appointments.

Barristers' Privileges

603 No Civil officer, whether a Member of the Indian Civil Service or otherwise, is entitled to any special privileges by reason of his being a Barrister, unless, on his first admission to the service, he is appointed to some office in which the Local Government, with the sanction of the Government of India, has declared it to be necessary on public grounds to employ a *Barrister*

NOTE —[See Clause (5) of Article 441 in Chapter XVII]

604 The following officers being *Barristers*, and not being Members of the Indian Civil Service, are entitled to the special privileges detailed in this Chapter —

Judges of the Chief Court of the Punjab,
First Judges of Small Cause Courts of Presidency towns,
Recorder of Rangoon,
Secretary to the Government of India in the Legislative Department

Leave Rules

605 [illegible] ough and Leave of [illegible] are applicable also [illegible] or Subsidiary leave

must not exceed half their salaries, and are limited also to the rate prescribed in Statutory Rule No 13, Article 600.

(c) The Privilege leave of the Secretary to the Government of India in the Legislative Department is regulated by the Rules in Part III

606 Statutory Rule No 17 of Article 600 applies also to Sir Meredyth Plowden, Judge of the Chief Court of the Punjab, and to the following "First Judges of Small Cause Courts in Presidency towns" so long as they hold their present appointments —

Hart, W E.	Bombay
Millett, H	Calcutta.

Special Pensions

607. (a) Special pensions are admissible as follows, but the officers named in Article 604 are otherwise subject to the "Ordinary Pension" regulations in Part IV —

(i) After not less than six years and nine months' active service in one or other of the offices specified in Article 604,—an Invalid pension of £300 a year.

(ii) After not less than eight years and eight months' such service,—an Invalid pension of £500 a year

(iii) After not less than eleven years and six months' such service,—a retiring pension of £750 a year

(b) The Active Service of the officers referred to in Article 604 includes, besides time spent on duty, whether in substantive or acting service, Privilege leave, Subsidiary leave, and periods of vacation during which the officer is not on Furlough or Extraordinary leave

Compulsory Retirement.

608 *Barristers* to whom the rules of this Chapter apply are exempt from the general rule (see Article 503) regarding compulsory retirement at fifty-five years of age

Chapter XXV —Members of the Indian Civil Service.

	ARTICLE		ARTICLE
APPLICATION OF RULES	609	ANNUITY DEDUCTIONS .	615
DATE OF ARRIVAL IN INDIA	610	CIVIL FUND DEDUCTIONS	616
RULES REGARDING PAY AND ALLOWANCES	612	RETIREMENT AND ANNUITY	6 0
LEAVE RULES . .	613	COMPULSORY RETIREMENT .	621

Application of Rules

609. The rules in this Chapter are applicable to Members of the Indian Civil Service appointed by the Honourable East India Company, or, after

competitive examination in England, by Her Majesty's Secretary of State for India.

1 No Member of the Indian Civil Service is entitled to any special privileges by reason of his being a *Barrister* (see Chapter XXIV)

2 The rules applicable to a Member of the Indian Civil Service occupying the position of a High Court Judge are laid down in Chapter XXIII

3 The grant of privilege leave to a Member of the Indian Civil Service occupying the position of a Judge of the Chief Court of the Punjab is regulated by Rule 16, Article 600

Date of Arrival in India.

610. From the 5th May 1869 the date of an officer's first arrival in India is held to be as follows —

(*a*) In the case of an officer who is posted in England to Upper India, and arrives *viâ* Bombay, and who has been instructed by the Secretary of State to enquire at the Secretariat of the Government of Bombay for any orders as to his ultimate destination,

(i) if he receives no orders at Bombay,—the date on which he reports himself at Allahabad to the Secretary to the Government of India in the Home Department, and to the Secretary to the Government of the North-Western Provinces,

(ii) if he receives orders at Bombay,—the date on which he reports his arrival at any Station or Province to which he is attached by such orders

(*b*) In the case of any other officer,—the date on which he reports his arrival at the capital town of the Presidency or Province to which he is attached

NOTE 1 —[Before the 31st January 1868 the date to be taken is the date of his actual arrival in India]

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611 Article 207 in Chapter IX (joining time) provides for the case of an officer being unable from illness to proceed to the seat of Government

Rules regarding Pay and Allowances

612 Unless there be something repugnant in the subject or context, the pay and allowances of a Member of the Indian Civil Service are governed by the rules in Part II The rules regarding calculation of acting allowances are laid down in Chapter VI, Articles 124 to 127.

Leave Rules.

613 The European Service Leave Rules, prescribed in Part III, apply to Members of the Indian Civil Service

614 No leave but Privilege leave may be granted to a Member of the Indian Civil Service who has completed thirty five years' service Any leave

other than Privilege leave granted to a Member of the Indian Civil Service before such date ceases to have effect on the date he completes thirty-five years' service.

Annuity Deductions.

615 (*a*) Four per centum shall be deducted at the time of payment from every officer's *pay*, and from such of his other public emoluments as are mentioned in the last column of the following table —

If the officer was in the service in 1875 or was appointed to it after passing a competitive examination held before the end of the year 1875, and belongs to the	Bengal Establishment	[illegible] (3) Establishment allowance, (4) Sumptuary allowance, and (5) Travelling allowance
	Madras or Bombay Establishment	The following allowances, *viz* — (1) Acting allowance, (2) Deputation allowance, (3) Personal allowance, (4) Fees, (5) Allowances while on Privilege or Subsidiary leave, (6) Subsistence allowance when not on leave other than Privilege and Subsidiary leave, and (7) Local allowances other than Travelling allowance and Tentage [*N B* —An Assistant or Head Assistant Collector in the Madras Presidency is not required to pay the contribution on account of annuity on that part of his consolidated pay which, before the orders of the Government of India, in the Finance Department, No 956 dated 1st June 1880 was drawn as house rent allowance]
If the officer is appointed to the Service after passing a competitive examination held in or after the year 1876		[illegible] (6) [illegible]

[*N B* —The deduction prescribed in this Article is not made from the salary of an Ordinary Member of the Council of the Governor General, or of the Council of the Governor of Madras or Bombay]

(*b*) The deduction from allowances required to be made by this Article is included in the contribution levied from an officer on Foreign Service of the first and second kind under the regulations contained in Part VII, when, however, a Member of the Indian Civil Service is on Foreign Service, and no contribution is made by him or on his behalf under Part VII, he is required to contribute four per cent. under clause (*a*)

Example —The Chairman of the C[illegible] of the Town of Calcutta, the Municipal Commissioner for the City of Bombay [illegible] referred to in Articles 815 to 817

Article 615

Civil Fund Deductions.

616 (a) Deductions on account of subscriptions to Civil Funds shall be made at the time of payment from the emoluments of officers according to the rules of the Fund to which the officer belongs The Funds are—

A — Bengal Civil Fund	C — Bombay Civil Fund
B.—Madras Civil Fund	D — Indian Civil Service Family Pension Regulations

(b) The rates of subscriptions to the several Funds are given in Appendix No 10

617 European officers who arrived before 1881-82 are alone allowed to subscribe to the three Civil Funds—A, B, and C, but the following Native members of the Indian Civil Service on the Bengal and Bombay Establishments are allowed, on payment of equal subscriptions, to secure like benefits to those which the Civil Funds secure to European members —

Bengal Establishment

(1) Mr R C Dutt	(2) Mr B De
(1) B L Gupta	(2) C Rustamji
(2) A Barrol	(2) K J Badshah

No 216.

Page 163. Article 619.

Substitute the following for this Article —

619 (a) The recovery of subscriptions due on the absentee allowances of subscribers to the Bengal, Madras, and Bombay Civil Funds, is made under the following rules —

(1) If the officer is on leave out of India and draws his allowances in England and has not paid his subscription in advance, or made arrangements for its payment in India as it falls due, recovery will be made at the Home Treasury by deductions from his absentee allowances, unless he is a member of the Bengal or Madras Civil Fund, and has exercised the *option* allowed to members of those funds of postponing the payment of his subscriptions until after return to duty

[*N B* —The option allowed to subscribers to Bengal Civil Fund of postponing payment of subscriptions on absentee allowances is limited to a period of one year]

(2) For payment of leave allowances in any of Her Majesty's colonies, warrants will be issued only on condition that the subscriptions shall be either paid in advance or taken by deduction, in the latter case the warrant to the colony should [illegible]

paid in advance or taken by deduction, in the latter case, the warrant to the Colony should show only the net allowance payable after such deduction

Retirement and Annuity.

620. An officer who has been twenty-five years in the service, counting from the date of his covenant, or from the date of the despatch of the Secretary of State announcing his appointment (whichever may have been earlier), and who has rendered twenty-one years' *active service*, is entitled, on his resignation of the service being accepted, to an annuity of £1,000

621 An officer who resigns the service will, by such resignation, vacate any office under the Government which he may then be holding But this rule does not apply to the offices of Viceroy and Governor General of India, Governor of Madras, and Governor of Bombay.

No. 5.

Page 164

Article 622

Insert the words "or of the Council of the Governor of Mac Bombay" *after the words* "Governor General" *in the second l this Article* —(5) (Financial Department Official Diary No 3390 of 1892)

(ii) If he have been in the service for five years or more,—an annuity of £150, *plus* £20 for each complete year of service in excess of five, provided that the whole annuity shall not exceed £450

Compulsory Retirement.

624 (*a*) After thirty-five years' service, counting from the date of his arrival in India, an officer shall not, except for special reasons, and with the sanction of the Secretary of State, retain his office or be appointed to any new office Provided that if such an officer has held his office for less than five years, he may, for special reasons, with the sanction of the Government of India, be permitted to retain his office until he has held it for five years. The term "office" in this Article includes an officiating appointment.

(*b*) The period of five years referred to in this Article begins to run from the date on which the officer first takes up the office, whether substantively or temporarily, provided that, if temporary, he is confirmed without reverting to his substantive appointment, but the currency of the period is not interrupted by any subsequent temporary promotion to a higher appointment.

Chapter XXVI.—Statutory Civil Servants.

Pay and Allowances.

No. 110.

Page 165, Article 625.

Substitute the following for Rule 1 under this Article :—

1 The pay (or fixed with Comm (or

f a Statutory Civil Servant holding an office, the pay of which has been held by a Member of the Indian Civil Service or a Member of a ise specially ordered 64 per cent of what would be the gross pay ere held by a Member of the Indian Civil Service (110)

. . . . 400

Regulations.

ate the *Pensions* of *Statutory Civil*

Active Service in an office ordinarily held by a Member of the and includes—

spent on duty:

Any period not exceeding two years spent on probation in India:

(3) Privilege leave of absence:

(4) Subsidiary leave of absence

(5) Time passed in India out of employ on subsistence allowance:

(6) Time passed on leave with allowances out of India as follows:—

If the total service of the officer is not less than—	*He counts as service a period not exceeding—*
15 years	1 year
25 years	2 years

[Note—Total service in this clause means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave]

Section 2—Except with the special sanction of the Governor General in Council, a Statutory Civil Servant, who has reached the age of fifty-five years, shall not be appointed either substantively or officiating to a new office, or be permitted to retain any office which he has held, either substantively or officiating, for five years

Articles 625—626.

Rules applicable to Special Departments or Special Officers

appointment]

Section 3—The pension of a Statutory Civil Servant shall in no case exceed the following limits, namely—

			R
After an active service of not less than	25 years	. . . .	5,000 a year
Ditto ditto	30 ,,	. . . .	6 000 ,,

All the rules in this part are subject to these maxima

Section 4—(*a*) On his resignation of the service being accepted after not less than twenty five years' active service a Statutory Civil Servant is entitled to a retiring pension of half his average salary during the three last years of his active service

(*b*) A Statutory Civil Servant who, upon a medical certificate in the form prescribed in *Article 491 of these Regulations*, is permitted to resign the service before he has completed twenty five years' active service is entitled to invalid pension as follows —

(1) After an active service of less than ten years, gratuity of one month's pay for each year of active service

(2) After an active service of not less than ten years pension of R1,500 a year, *plus* R150 for each complete year of active service in excess of ten

Section 5.—(*a*) A Statutory Civil Servant removed from the service, under Section 2, after an active service of less than twenty five years, is entitled to a superannuation pension

(*b*) On reaching the age of fifty five years, a Statutory Civil Servant may retire upon a superannuation pension

(*c*) The amount of a superannuation pension is the same as that of an invalid pension

Section 6—(*a*) A Statutory Civil Servant who filled a pensionable office before his appointment to an office ordinarily held by a Member of the Indian Civil Service, may, at his option, count his whole pensionable service and receive a consolidated pension made up as follows —

(1) Th

(2) That proportion of the pension to which he would have been entitled if his whole service had been in an office not ordinarily held by a Member of the Indian Civil Service which his previous qualifying service bears to the whole of his qualifying service

(*b*) If such Statutory Civil Servant is entitled to gratuity only his gratuity shall be calculated as if his whole service had been passed in an office ordinarily held by a Member of the Indian Civil service

Section 7—The procedure upon an application for pension and upon the payment of pension is that described in *Chapter XLV of Part X*

Leave Regulations.

627. The following rules regulate the leave of *Statutory Civil Servants* —

Section 1.—In these Regulations—

"Average salary" means average salary for a month, calculated for so much of the three years immediately preceding the day on which a Statutory Civil Servant gives up office as he has passed on duty, or on privilege or examination leave Average salary in excess of R1 400 a month is not reckoned

"Service" means all qualifying service, whether rendered in an office ordinarily held by a Member of the Indian Civil Service or otherwise and includes periods spent on leave with allowances

Section 2—During leave on medical certificate in excess of fifteen months at one time, or of thirty months in all, and during subsidiary leave following such excess leave, a Statutory Civil

Article 627.

Servant is entitled to a quarter of his average salary During any other leave excepting privilege leave, examination leave or extraordinary leave, an officer is entitled to half his average salary:

Provided that the leave allowances of an officer shall in no case exceed his actual salary when he was last before on duty

Section 3—Leave on Medical Certificate may be granted for three years in all, but not for more than two years at one time

Section 4 (a) An officer may take either leave on private affairs or furlough as follows, but not both these kinds of leave —

(b) Leave on private affairs may be taken, first, after not less than six years' service, and, *thereafter, at intervals of not less than six years The duration of leave on private affairs must* not exceed six months at one time

(c) Furlough, [illegible]
years' service, and th[illegible]
[illegible]ugh must not ex[illegible]
than eighteen years' [illegible]

Section 5—Subsidiary leave, privilege leave and examination leave may be granted to Statutory Civil Servants *under Part III*

Section 6—The Local Government may grant extraordinary leave without allowances at its discretion Subject to the provisions of Section 10, there is no limit to the length or frequency of leave under this section, and it may be granted in continuation of any leave with allowances excepting privilege leave

Section 7—Leave taken by a Statutory Civil Servant before his appointment to an office ordinarily held by a Member of the Indian Civil Service shall, for the purpose of calculating the leave admissible to him under this *Chapter*, be treated as leave taken under *this Chapter*

[illegible]

1 Extraordinary leave cannot be changed retrospectively into leave on medical certificate; but leave on medical certificate may be given in continuation of extraordinary leave.

Section 9—A Statutory Civil Servant who has reached the age of fifty five years is not eligible for any leave, excepting privilege leave Leave, other than privilege leave, granted to a Statutory Civil Servant before his fifty fifth birthday cannot extend beyond that date

[illegible]

1 A Statutory Civil Servant who takes leave other than privilege leave, or examination leave, has no claim to return to the particular appointment from which he took leave

Section 11—The procedure upon application for leave is that prescribed in *Part IX*

Regulations relating to the confirmation of Statutory Civil Servants appointed on probation.

628. The following orders were passed by the Government of India in the Home Department in Resolution No 1—27-38, dated 31st January 1881, regarding the terms on which officers appointed to be Statutory Civil Servants on probation may be confirmed in their appointments —

Under the rules sanctioned by Her Majesty's Secretary of State for regulating the appointment of Natives of India to offices ordinarily held by *Members of the Indian Civil Service*, *Statutory* Civilian Probationers cannot, unless specially exempted by the Governor General in Council, be recommended for confirmation in the *offices to which they were nominated* until they have passed such examination as may from time to time be prescribed by the Local Government, subject to the approval of the Government of India

2 In consequence of certain enquiries and suggestions from the Government of Bengal as to the nature of the examination to which probationers should be subjected and as to the period to be allowed for passing them, Local Governments have been consulted on those points, and the

Governor General in Council, after considering their replies, is pleased to rule that Probationers appointed under the Statutory Rules may be confirmed in their appointments at the close of the probationary period of two years, provided that they pass within that period the Depart- [illegible]

NOTE.—The words italicised in this Article have been adopted in lieu of the original phraseology to meet the orders of the Secretary of State as conveyed in Despatches No 23, dated 8th March 1883, and No 104 (Public), dated 12th September 1889

629, 630 and 631. [These Articles have been cancelled]

Chapter XXVII.—Ecclesiastical Officers.

Section I.—Bishops.

632. The leave of absence of the Bishops of Calcutta, Madras, and Bombay are regulated by the following Statutory Rules made under Royal Warrant, dated 4th November 1884, under Statute 33 and 34 Vict. Cap 62, and amended by Royal Warrant, dated 28th July 1888.

[*N B*—The italicised headings are introduced merely to facilitate reference, and are not in the Statutory Rules]

Statutory Rules

Bishops may be allowed leave of absence either on medical certificate or on furlough.

Leave on Medical Certificate

2 The amount of leave of absence on medical certificate admissible to a Bishop is limited to two years

3 Subject to the limitation in Rule 2, leave of absence may be granted to a Bishop upon medical certificate for a period not exceeding one year Leave so granted may be extended upon medical certificate to any period not exceeding eighteen calendar months

Furlough

4 The amount of furlough admissible to a Bishop at one time is limited to six calendar months

5 The amount of furlough earned by a Bishop is one eleventh of the time during which he has been on duty, provided that no additional furlough can be earned by duty done while six months' furlough is due The furlough due to a Bishop is the furlough which he has earned, less the period during which he has been absent on furlough

6 To a Bishop who has been on duty without interruption for thirty three calendar months, and who has not for twelve calendar months been absent on furlough, the whole or any part of the furlough due to him may be granted

NOTE —[For the purposes of this rule, leave on medical certificate is, and furlough is not, an *Interruption of duty*]

7 Furlough and leave on medical certificate cannot be taken in continuation of each other; but furlough granted under these rules may be retrospectively changed into leave on medical certificate

Acting Allowance of Locum Tenens

8 An Archdeacon or a Chaplain appointed to hold charge of a Diocese during the absence of the Bishop is entitled to an allowance of R500 a month in addition to the pay of his substantive office

Absentee Allowance

9 A Bishop while absent upon furlough or upon leave on medical certificate is entitled to full pay less R500 a month, but not to any other allowances

Travelling and similar Allowances of Locum Tenens

10 An Archdeacon or a Chaplain appointed to hold charge of a Diocese during the absence of the Bishop upon leave on medical certificate, is entitled to the travelling and other similar allowances admissible to the Bishop.

Acting Allowances of Locum Tenens of Metropolitan

11 [illegible]

Grant of leave

12 Leave under these rules may be granted to the Metropolitan by the Governor General in Council, and to the Bishops of Madras and Bombay by the Governments of those Presidencies on the recommendation of the Metropolitan

633. A Bishop of Madras or Bombay exercising the Episcopal Jurisdiction and Functions appertaining to the See of Calcutta during a vacancy of the See by the demise of the Bishop thereof for the time being, or otherwise, is entitled to the full pay fixed for the office, *viz*, R3,831-6 8

[*N B*—By Act 53 Geo III, Cap. 155, s 49 the pay of the Bishop of Calcutta is fixed at [illegible]

634. The Statutory rules in Article 632 do not apply to the Bishops of Rangoon or Lahore, whose official status is that of a Senior Chaplain, and who, as such, are subject to the rules prescribed for Chaplains, Articles 637 to 662 of this Chapter

Section II.—Archdeacons, and Senior Chaplains of the Church of Scotland.

635. The following special allowances are granted to Archdeacons, and Senior Chaplains of the Church of Scotland —

	Allowance to substantive officers R	Allowance to officiating officers. R
[illegible]	266⅔	166⅔
[illegible]	200	100
or Bombay	150	75

636. (*a*) Formal appointment of the Archdeacon by the Government to hold charge of a Diocese is not necessary to enable the Accountant General to

pass the extra allowance of R500 (see Statutory Rule 8 in Article 632) and the travelling and other allowances admissible to the Bishop

(b) It is sufficient for the Accountant General if he has received notice officially that the Government has directed the Archdeacon to undertake the Bishop's jurisdiction or take charge of the Diocese

(c) The allowance of R500 is paid to an Archdeacon or Acting Archdeacon for holding charge of the Diocese in addition to his allowances as Archdeacon or Acting Archdeacon

Section III —Chaplains.

Residence and Service.

637. (a) Residence (or Active Service) is reckoned, in the case of a C lain appointed in England, from the date of his arrival in India, a l case of a Chaplain who is appointed while resident in India, from th which he takes charge of his office It includes—

(i) time spent on duty,
(ii) Privilege and Subsidiary leave,
(iii) time passed out of employ in India otherw

(b) A Chaplain who is appointed while resident charge of his office before the despatch appointing His service cannot count before the date of such rec

(c) "Service" includes "Residence," and also ll of any description, but no time before the beginning of

(d) The period spent by a Chaplain on probation uded in "Residence"

Date of Arrival in India

638 A Chaplain is held to have arrived in India on the date on which he reports his arrival either at the head quarters of the Diocese to which he is attached or at any other station to which he may be appointed and to which he may proceed direct

639 (a) A Chaplain on the Bengal Establishment who is posted in England to the Lahore Diocese or to any station in the Central Provinces, or north of Allahabad, who comes to India *viâ* Bombay, or by direct steamer to Karachi, and who is instructed by the Secretary of State to enquire from the Secretary to the Government of Bombay, or, at Karachi, from the Commissioner in

Sindh, for orders as to his ultimate destination, is held to have arrived in India on the date on which he reports his arrival at the station to which he is directed to proceed in the orders he receives at Bombay, or at Karachi if he travels by direct steamer to that port.

(b) A Chaplain who is *not* on the Bombay *Establishment*, and who is *not* posted to any station in the Lahore Diocese or to any station in the Central Provinces or north of Allahabad, but who comes out to India *viâ* Bombay, is held to have arrived in India from the date on which he reports his arrival at the Presidency Town of the Presidency to which he is attached, or if he receives orders at Bombay to proceed to any particular station, from the date of his arrival at that station

(c) The report of arrival, in each instance, is to be made to the Bishop of the Diocese to which the Chaplain is attached.

Rules regarding Pay and Allowances.

Page 171.

Insert the following as a note below the heading "Rules regarding Leave"—

A Chaplain on probation is not entitled to any leave during his probation except privilege leave under Article 656 (3*) (Financial Department No 2257 dated 31st May 1892)

approved by the ... India on service under the Additional ... service, may be included in the period ... such service probationary service counts towards leave and gratuity. Chaplains, however, appointed after 17th March 1892 can count *all* probationary service towards pension also

Note—A Clergyman must have been three years in priest's orders before his nomination as a probationer

Add at the end of the first sentence of Article 641 the words "in the grade of Junior Chaplain" (32) (Financial Department No 2257, dated 31st May 1892)

Furlough and leave with allowances ... rules are counted as Furlough under this rule.

645 The amount of Furlough "earned" by a Chaplain is *one-fourth of his Active Service, and three months in addition thereto.*

646 The amount of Furlough "due" to a Chaplain is the amount which he has earned, diminished by—

(1) the amount of Furlough which he has enjoyed under these or any former rules,

(ii) the excess over one year in the amount of leave with allowances on medical certificate which he has enjoyed under former rules

647. (*a*) To a Chaplain who has rendered three years' *Continuous Service* Furlough for not more than two years may be granted as follows —

First, on medical certificate, unconditionally (see Chapter XL, Articles 893 to 902, for the procedure rules).

Secondly, without medical certificate, subject to the following provisos —

(i) that the Furlough be due to him,

(ii) that he have rendered seven years' Active Service,

(iii) that the whole number of Chaplains absent on Furlough and Special leave do not exceed the limit appointed by the Government of India Except on medical certificate or on very urgent private affairs, Furlough or Special leave may not be granted to a Church of England Chaplain if twenty per cent. of the whole number of Chaplains belonging to his Diocese are already absent on Furlough or Special leave The Bishop of Calcutta, Lahore, or Rangoon, as the case may be, will report to the Government of India when the limit is reached.

(*b*) Furlough taken under this Article may, on medical certificate, be extended to not more than three years.

(*c*) The Furlough of a Chaplain is strictly limited to a period of three years at one time, and cannot be extended even without allowances But the Secretary of State for India reserves to himself the power of allowing a Chaplain to remain in Europe beyond three years, should special and exceptional circumstances require it

648. (*a*) To a Chaplain who has not rendered three years' *Continuous Service*, Furlough for not more than one year may be granted on medical certificate

(*b*) Furlough granted under this Article for less than one year may, on medical certificate, be extended to not more than one year.

Furlough Allowances.

649 (*a*) A Chaplain on Furlough is entitled to allowances as follow

	On Ordinary Furlough	On C Furl
	£	£
Archdeacon of Calcutta Madras or Bombay and the Senior Chaplain of the Church of Scotland at the same places	600 a year	480
Senior Chaplain	500 "	384
Junior Chaplain	350 "	300

(*b*) To a Chaplain proceeding on Furlough to England, an advance of the first quarter's allowances may be made, which advance is not recoverable in the event of his death

(*c*) Ordinary Furlough includes—

(i) the first two years of each separate period of Furlough under Article 647,

(ii) so much of Furlough under the preceding Article (645) as may be due Provided that the Chaplain have rendered six months' *Continuous Active Service*

A Chaplain on Furlough or special leave does not forfeit his past leave allowances by resigning the service without returning to India

650 An Archdeacon of Rangoon or Lahore draws no extra "Furlough allowance" by reason of his office as Archdeacon —[*Secretary of State's (Ecclesiastical) Despatch No 37, dated 19th April 1868*]

Special Leave

651. Special leave on urgent private affairs may be granted, at any time for not more than six months

Provided that a Chaplain who has had Special leave must render six years' *Active Service* before he can again have such leave.

652. For the first period of a Chaplain's Special leave he is entitled to the leave allowance admissible during Ordinary Furlough In subsequent periods he is entitled to no leave allowance

Subsidiary Leave

653 The Subsidiary leave of a Chaplain and the beginning and ending of his Furlough and Special leave are regulated by the Rules in Chapter XIII

654 A Chaplain on subsidiary leave is entitled to the same allowances as during the leave to which it is subsidiary

655. A Chaplain may draw allowances as if he were on Privilege leave for any part of his Subsidiary leave, preparatory to retiring from the service or going on Furlough or Special leave, for which, if he were not retiring from the service or going on Furlough or on Special leave, Privilege leave would be admissible to him

Privilege Leave

656 Privilege leave may be granted as follows —

(i) After five months' uninterrupted duty,—for not more than one month

(ii) After ten months' uninterrupted duty,—for not more than two months

(iii) After fifteen months' uninterrupted duty,—for not more than three months.

NOTE —[Time spent by a Chaplain in Kashmir under Foreign Department Order No 64 dated 13th March 1863 counts as time spent on duty except for the purposes of this Article]

657. In applying for Privilege leave, a Chaplain must record a declaration that he has no intention of retiring or of taking Furlough, Special leave, Subsidiary leave, or leave on medical certificate for three months after his return to duty Though not absolutely debarred by this declaration from applying to retire or to take such leave within three months, he shall, if he does so, explain his change of mind

658 A Chaplain may not take Privilege leave in instalments.

659. A Chaplain on Privilege leave is entitled to the same Pay and House-rent as if he were on duty.

1 An Archdeacon, a Senior Chaplain of the Church of Scotland, or a Chaplain, on privilege leave, may draw any Local Allowance attached to his office, such as his Special Allowance (*see Article 635*), Conveyance Allowance, or Jail Allowance, provided that it is not drawn by his *locum tenens*

2 An officiating Archdeacon or Senior Chaplain of the Church of Scotland may not, during Privilege leave, draw his Special Allowance

3 The Chaplain's substitute may draw the House-rent, although it is also drawn by the absentee

659A. Extraordinary leave under Article 366 may be granted to the officers in this Section.

Benefices in the United Kingdom.

660. The orders in the following Resolution by the Secretary of State for India in Council, dated 11th December 1888, regarding the acceptance by Chaplains of Benefices in the United Kingdom should be strictly adhered to.—

"A Chaplain accepting a Benefice in the United Kingdom must forthwith report his having done so to the Government under which he is serving if he is in India, or to the Secretary of

Right and Title to Pension.

661. A Chaplain who has completed seventeen years' Residence and twenty years' Service is entitled to a Retiring pension of £365 a year

662. (*a*) A Chaplain who retires on medical certificate before completing the periods of Residence and Service required by the preceding Article will receive an Invalid pension according to the following scale —

	£	s	d	
If he have completed ten years' Residence	173	7	6	a year
If he have completed seven years' Residence . . .	127	15	0	"
If he have not completed seven years' Residence . . .	63	17	6	"

[*N B*—The pension after less than seven years' residence is not admissible to Chaplains appointed after 25th June 1891.]

(*b*) These allowances are admissible only after a trial of a temperate climate and upon a certificate from the Medical Board attached to the Office of the Secretary of State for India, that the officer is permanently unfit to serve in India.

(*c*) A Chaplain may retire on production of an ordinary medical certificate (*see Articles 459 to 491*) after completing fifteen years' residence and will receive an Invalid pension of £292 per annum.

Compulsory Retirement.

663. A Chaplain must retire after twenty-five years' service, unless especially exempted by the Secretary of State, on the recommendation of the Governor General in Council, or if he belong to the Madras or Bombay Establishment, of the Governor in Council of his Presidency.

NOTE.—[Articles 663 and 664 do not apply to the Bishops of Rangoon and Lahore (see Article 634).]

Leave after completion of period of Service

664. No Leave, other than Privilege leave under Article 656, may be granted to a Chaplain who has completed twenty five years' service *(see preceding Article)*. Leave other than P ...

Page 175

Article 664 A.

Strike out this article (32) (Financial Department No 2257 dated 31st May 1892)

... at the time of his nomination to the Ecclesiastical Establishment has rendered in India service under the Additional Clergy Society or other approved service, his period of probation may be reduced by the amount of such service, or omitted altogether if such service exceeds three years

NOTE.—A Clergyman must have been three years in priest's orders before his nomination as a probationer

Rules regarding Leave

III.—A Chaplain on probation is not entitled to any leave during his probation, except privilege leave under Article 656. He may, however, on confirmation, count the time spent on probation towards furlough

Gratuities.

IV.—A probationer who retires on medical certificate, or is finally rejected after a period of probation, may be granted a gratuity of £80 for each complete year of service as probationer. A Junior Chaplain who retires on medical certificate before completing seven years' pensionable service (*i e*, seven years *plus* the three years of probation) may be granted a gratuity of £80 for each

year's service, including the probationary period, subject to a maximum of £800 and a minimum of £200.

NOTE —The following Chaplains who were appointed before the 25th June 1891, namely,

Reverend A Y Browne Bombay,
„ H W Bush, Lahore,
„ C J Palmer, Calcutta,
„ A Still, Bengal Scotch Establishment;
„ W A Dickins, Bombay,
„ H R Coulthard, Calcutta,
„ L H Lermit, Calcutta,

are not entitled to any pension on retirement with less than seven years' actual residence in India, they are, however, on retirement on medical certificate before they have earned any pension, entitled to a gratuity calculated on the scale laid down in this Article

Return Passage.

V.—If a probationer's health compels him to leave India during the probationary period, he must resign the service entirely, in which case he will not be entitled to anything beyond a free return passage to his country.

VI.—A probationer removed from the service for misconduct of any kind, or who resigns his position for any cause other than certified ill-health, will not be entitled to a return passage to his country and will be bound to refund the cost of his passage to India.

Section IV.—Ministers other than Chaplains.

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665. A *Clergyman appointed to perform the duties of a Chaplain on the* Regular Establishment is entitled to an allowance of R100.

666. The allowances of a Clergyman (whether of the Additional Clergy Society or any other recognised Society) are regulated by the Local Government within an annual grant for each Government.

667. Allowances as follows may be granted to Wesleyan or Presbyterian Ministers officiating with British troops in any station in India:—

(i) A monthly capitation allowance of one rupee for each man up to one hundred, with eight annas additional for each man beyond one hundred, and

(ii) Travelling allowance, under the ordinary rules, for ministers visiting out-stations under proper authority.

668. The Treasury Officer shall pass the allowances referred to in the preceding Article on receipt of—

(i) evidence as to the nomination;

(ii) a certificate from the Officiating Minister that he has substantially performed the required duties, and

(iii) a return countersigned by the District, or Station, Staff Officer showing the number of soldiers (officers and men) at the particular station who have entered themselves in the regimental records as "Presbyterians" or "Wesleyans"

NOTE—[In the case of the Church of Scotland the evidence referred to in clause (i) should be in the form of a certificate from the Senior Chaplain of the Church of Scotland that the services of the Minister are recognised by that Church]

Chapter XXVIII.—Military Officers. (1)

Section I.—Pay, Allowance, and Leave Rules.

Acting Allowance Rules

669. The acting allowances of Military Officers in Civil employ are prescribed in Part II,—*vide* Chapter VI, Articles 124 to 135.

Officers subject to the Civil Leave Rules.

670. *Military Officers subject to the Civil Leave Rules* are granted leave under the European Service Rules in Part III.

Officers subject to the Military Leave Rules.

671 The *Local Government* in the Civil Department may grant special leave under Article 318 or Furlough *in India* under Military Rules to a *Military*

(1) The following is the Rule of the Military Department for regulating the treatment of regimental officers selected for temporary employment in certain Civil Departments:—

Clause 129—With the sanction of the Secretary of State for India, it is notified that a regimental officer selected for temporary employment with a department of the State in an

An officer so seconded must either return to his regiment at the end of five years or be struck off its strength on retention in a department for any period beyond that term—(*Indian Army Circulars, Military Department, No 1451, dated 20th October 1880*)

Officer subject to the Military Leave Rules, who is entitled to Furlough under Chapter I of the Rules published by G G. O in the Military Department, No 171, dated 25th February 1874 (*see Appendix No 11*). Such special Leave or Furlough *in India* should be granted only upon the certificate referred to in Articles 933(*b*) and 934(*a*)

NOTE —[The grant of Furlough *out of India* by the Military Department or of "Special Leave" under this clause to a *Military Officer subject to the Military Leave Rules* carries with it the grant of Subsidiary Leave under the provisions of Article 353 See also note under Article 418.]

672. A *Local Government* may also grant Short Leave under Chapter XII to a *Military Officer subject to the Military Leave Rules*. Provided that he is not employed in the Military Secretariat of the Government of India, Madras, or Bombay, or as Military Secretary to the Resident at Hyderabad.

NOTE —[This Article also applies to officers of the British Service employed in a Civil Department in India]

673 No other leave of absence may be granted under the Regulations in Part III to a *Military Officer subject to the Military Leave Rules.*

[illegible]

Furlough, it may with reference to *Article 671* grant him in the Civil Department, Furlough *in India* under the Military Leave Rules —(*No 3453, dated 16th October 1878*)

674 No leave of absence can be granted, under the Regulations in Part III, to a *Warrant Officer*, excepting under Article 672

675 [illegible] *Leave Rules* during [illegible] Civil Leave Rules [illegible]

(i) If under the action of the Leave Rules such an officer have lost his lien on his appointment, he draws allowances under Military Leave Rules during his Subsidiary leave

(ii) His allowances on Subsidiary leave must not be less than his allowances during the Furlough to which the leave is subsidiary

NOTE —[The Subsistence allowance of a Military Officer subject to the Military Leave Rules is that prescribed in Article 131]

676. With the previous consent of the Government of India, or, as the case may be, of the Government of Madras or Bombay, in the Military Department, Subsidiary leave preparatory to his retirement from the Service may be granted to a Military Officer subject to the Military Leave Rules

677. Whenever the Furlough of a Military Officer subject to the Military Leave Rules begins before embarkation or ends after disembarkation, the *Audit Officer* should inform the Government of India, Madras, or Bombay, as the case may be, of the date on which it begins or ends

678. The Military Leave Rules are printed as Appendices Nos. 11 and 12

Section II—Compulsory Retirement from Civil Employ.

Ordinary Rules

679. (a) A Military or Naval Officer in Civil employ, after attaining the age of fifty five years, shall not, except for special reasons, with the sanction of the Secretary of State, retain his office or be appointed to any new office Provided that, if such an officer has held his office for less than five years, he may, for special reasons, with the sanction of the Government of India, be permitted to retain his office until he has held it for five years The term "office" in this Article includes an officiating appointment, and the currency of the period of five years is not interrupted by any subsequent temporary promotion to a higher appointment

[illegible]

No 6 —1 4 45 dated 8 h December 1880]]

(b) The period of five years referred to in clause (a) begins to run from the date on which the officer first takes up the office, whether substantively or temporarily Provided that, if temporary, he is confirmed without reverting to his substantive appointment, but the currency of the period is not interrupted by any subsequent temporary promotion to a higher appointment

680 [illegible] e

(a) M [illegible] he Service—namely, Surgeons [illegible] compelled to retire from the service until they attain the age of sixty years. The appointment to [illegible] r to [illegible] full [illegible] up- [illegible] on exceptional and special grounds, and exclusively in the interests of the public service

(b) Medical Officers of the rank of Surgeon-Major or Brigade Surgeon who entered the service prior to the 13th January 1860 may, on attaining the age of fifty-five years, be allowed to retain their appointments in the Civil

Department for a period not exceeding three years, if they are permitted to remain in the Medical Service under the provisions of Article 8 of the Royal Warrant of the 16th November 1880 —(*G. G O Military Department, No. 13, dated 7th January 1881*)

681. The undermentioned officers cease to be in Civil employment on attaining the age of fifty-five years —

(*a*) Military Officers in the Survey of India, unless specially permitted by the Secretary of State, in the interests of the Public Service, to remain in the department for a further definite period,

(*b*) Brigade Surgeons or Surgeons-Major, who entered the service on or after the 13th January 1860

(*c*) *Warrant Officers*,—see Article 37 of clause 83 of the Indian Army Circulars of 1884 quoted below —

682. On succession to the Colonel's Allowance, a Military Officer (not
mited to five years) must
But, with the sanction
reappointment or for employment in the same or any other appointment, at the discretion of the Government of India (or, if he belongs to the Madras or Bombay Army, as the case may be, of Madras or Bombay) in the Military Department

Public Works Department

683 A Military Officer in the Public Works or Military Works Department, who, on reaching the age of fifty years, has not attained the rank of Superintending Engineer, will be ha
ment Provided that before finally
he be al
Works
26th Se
ment Resolution No 1884 G., dated 26th September 1887

684. Military Officers in the Public Works and Telegraph Departments cease to be in Civil employ on attaining the age of fifty-five years.

685. A Military Officer serving in the Public Works Department must vacate absolutely any appointment he may hold in that Department on succession to the Colonel's allowance

686 An officer of the rank of Lieutenant General is not eligible to hold an appointment of any kind in the
any of the Public Works Departments
such appointment shall vacate his ap
Lieutenant General, being allowed, however, to retain his appointment to the 31st March following his promotion, provided he shall not, under any other regulation, vacate it in the interval—[*Secretary of State's Despatch No 8 (Military), dated 6th January 1887*]

Articles 681—686

687. (*a*) Article 684 applies to officers of Royal Engineers serving in the Public Works Department

(*b*) Officers of the Royal Engineers, who have attained or hereafter may attain the rank of General officers, m the Public Works Department. But if an ffice is a Chief Engineer, 1st class, or hol may be continued in the position which he h re- mainder of the term of five years referred to in clause (*c*), unless in the mean- time he must vacate office by some other regulation. Officers of the Royal Engineers holding rank below that of Chief Engineer, 1st class, vacating office under this rule are not ordinarily eligible for reappointment to the Public Works Department, but exceptions to this rule may, at the discretion of the Government of India, be made in the case of officers who, on account of specially accelerated Military promotion for distinguished service in the field, have reached the rank of Major-General without attaining the Departmental rank of Chief Engineer, 1st class.

(*c*) No Chief Engineer of the Corps of Royal Engineers shall, without

Engineers who rnment of India in the Public Works Department.—(*Notification in the Public Works Department, No 293, dated 3rd September 1880*)

NOTE —[Clauses (*c*) and (*d*) were extended to all officers of the Public Works Department by Public Works Department Resolution No 2023 G, dated 12th Octo 1887 Chapter XIX

No. 213.

Page 181. Article 687.

Insert the following as note 2 under clause (*d*) *of this articl and number the present note " 1":—*

(*c*) be is to run from the date he appointment, whether holdi provided that, if officiating he

---

The absentee allowances of a Military Officer in Civil employ on leave other than Privilege leave become a Military charge, and he becomes subject to Military Rules on his fifty fifth birthday, whether his leave was granted in the Military or the Civil Department

NOTE —[In the case of a Military or Naval Officer in Civil employ, who reverts to Military employ under the operation of the rules in this Section privilege leave cannot be granted at the end of his service in the Civil Department for any period which will expire within the three months previous to his reversion]

(*b*) In applying clause (*a*) to Medical Officers of the Administrative grades in the service,—namely, Surgeons-General and Deputy Surgeons-General,—"sixty" or "sixtieth," as the case may be, should be substituted for the words "fifty-five" or "fifty-fifth"

(*c*) In applying clause (*a*) to Medical Officers of the rank of Surgeon-Major or Brigade Surgeon who entered the service prior to the 13th January

1860, and are, under the provisions of Article 8 of the Royal Warrant of the 16th November 1880 (*G. G O, Military Department, No 13, dated 7th January 1881*), allowed to remain in the Medical Service [illegible] years after attaining the age of fifty-five years, " [illegible] as the case may be, should be substituted for th[illegible] fifth "

NOTE —[*Medical officers, whose service is extended to the age of sixty and fifty eight years* respectively under clauses (*b*) and (*c*) of this Article, can take no leave in the Civil Department during their period of extended service, except privilege leave and such leave on medical certificate as may be admissible under the furlough regulations to which they are subject]

Chapter XXIX.—Civil Engineers and Telegraph Officers.

Section I —Pay and Leave Allowances.

Extent of Application.

690. The rules in this Chapter apply, to the extent stated in the several Articles, to the following officers —

Appointed in England.

(*a*) "Cooper's Hill Engineers" of the Public Works Department, *i e*, Civil Engineers trained in the Royal Indian Engineering College at Cooper's Hill

(*b*) "Stanley Engineers" of the Public Works Department, *i e*, Civil Engineers appointed in England in the years 1859 1871 under covenant and *after competitive examination, in general accordance with Lord Stanley's* Despatch No 11 (Public), dated 9th March 1859

(*c*) Other Civil Engineers appointed to the Public Works Department, by the Secretary of State, before the 1st November 1873.

(*d*) Officers of the Telegraph Department specially trained in Europe who entered the Department under covenant with the Honourable Court of Directors or with the Secretary of State, including the following officers who were specially trained in England to introduce the Morse system into India —

Bignell W K D	Finch B T
Brooke W R	Lane J H
Charles, G G	Thompson, H L

NOTE —[Messrs A Herbage and J Possman of the Indo European Telegraph Department, have been admitted on special considerations to the benefit of this Article]

(*e*) "Cooper's Hill Telegraph officers," *i e*, Officers of the Telegraph Department appointed from, and trained in, the Royal Engineering College at Cooper's Hill

Appointed in India

(f) "Indian College Engineers" of the Public Works Department, i e, Civil Engineers trained in the Civil Engineering Colleges in India and appointed by competent authority in India

(g) Other Civil Engineers, who are not of purely Asiatic descent, appointed by competent authority in India

Commencement of Service

691. If a "Cooper's Hill Engineer" lands in India on or before the 1st December of the year in which he passes out of College, his service counts from the preceding 1st October, unless another date should be specified in his letter of appointment

26th April 1883

692. If a "Cooper's Hill Engineer" is after completing his three years' residence at College, required to go through a course of practical engineering in England under a Civil or Mechanical Engineer, his service, unless another date should be specified in his letter of appointment will reckon from the commencement of the practical course, or from such later date as will be consistent with the regulation that he may count as service towards pension the time spent on such practical course to the extent of one year only

693. The service of a "Cooper's Hill Engineer," whose case is not provided for in Article 691 or 692 and who does not land in India by the 1st December, and that of any other Civil Engineer appointed by the Secretary of State, counts from the date on which he landed in India

694 The service of an officer appointed to the Telegraph Department, after training or competitive examination, by the Honourable Court of Directors or the Secretary of State begins as follows —

(i) If appointed by the Honourable Court of Directors, from date of arrival in India

(ii) If appointed by the Secretary of State after competitive examination, from date of covenant

(iii) If appointed by the Secretary of State ... Engineering College at Coo... vessel selected by Secretary ... year of passing out of the College, whichever is named in his letter of appointment, provided that he reaches India within two months of that date or other approximate date named in his letter of appointment, otherwise from date of arrival in India Except in the case of officers appointed from the years

1883 to 1885, both inclusive, whose service will reckon from date of appointment, *i e*, date of passing out of College, provided they arrive in India by the vessel in which they were ordered to embark, or within two months of the date on which such vessel was advertised to sail, or other approximate date named in their letter of appointment, otherwise from date of arrival in India

695 The service of an officer *appointed in India begins ordinarily from* the date on which he takes charge of the office to which he is first appointed *(see Article 64 in Part II)*

Rules regarding Pay and Allowances.

696 *(a)* Unless there be something repugnant in the subject or context, the rules in *Part II* govern the pay and allowances of officers to whom the rules in this Chapter apply

(b) The rules regarding the calculation of acting allowances are laid down in Chapter VI, Section III

Leave Rules

697 The leave of the officers described in Article 690, if they were appointed to their offices by the Secretary of State or with his particular sanction, is governed by the regulations in Part III for European services The leave of certain officers otherwise appointed, whose names are included in Appendix No 8, is also governed by the European Service Leave Rules The leave of all other officers is regulated by the Indian Service Leave Rules

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Section II —Provident Fund.

Character of Fund

698 A Provident Fund, on the following basis, is sanctioned for the following officers of the Public Works and Telegraph Departments —

(a) Civil Engineers on the effective list of the Public Works Department

(b) Civil Engineers transferred to the Accounts Branch, or Superior Railway Revenue Establishments, or to Foreign Service under Part VII.

(c) All Civil Members of the Superior Accounts Establishment who are not Civil Engineers

(d) All Superior Civil Officers of the Indian Telegraph Department

(e) All Civil Officers of the Superior Revenue Establishments of State Railways who are pensionable

Civil Engineers and Telegraph Officers.

(*f*) Civil Under-Secretaries and Assistant Secretaries in the Public Works Branch of the Secretariat of the Government of India or a Local Government or Administration.

699. In the case of officers who were in the Public Works or Telegraph Departments before the constitution of the Fund, the deposits are voluntary, and may be discontinued and renewed at the option of the contributor. But officers who joined the departments after the constitution of the Fund must contribute to it. Apprentices may contribute to the Fund, but are not compelled to do so.

NOTE.—[The Fund was constituted as a compulsory Fund for "Civil Engineers," and Civil Members of the Superior Account Establishment who are not Civil Engineers who entered the Department on and after 4th February 1835, and was extended to "Telegraph officers" with effect from 13th October 1886 It was extended to Civil Under, and Assistant Secretaries of the Public Works Department with effect from 16th August 1888]

Amount of Contribution and Interest.

700 (*a*) The obligatory contribution to the Fund is five per cent. on *salaries*, with voluntary contributions of a further five per cent.

(*b*) Compound interest at four per cent. on all sums contributed under clause (*a*) is annually credited by Government to each contributor's account.

Disposal and Administration of Fund.

701. The sum which will accumulate under Articles 699 and 700 to the credit of an officer will be his absolute property, to be handed over to him, or to his heirs, unconditionally, on his leaving the service, or in the event of his death, as the case may be.

702 The administration of the Fund rests with the Government of India in the Public Works Department.

Section III—Pension Rules

Extent of Application.

703. The [illegible] ribed in Article 69[illegible] neers "appointed in [illegible] this

Section on account of previous European training, the names of officers so admitted are given in Appendix No 13

Page 186. Article 704.

Substitute the following for rule 1 under this Article —

1 The concessions made under this Article do not affect the operation of the rules wh[ich] determine the age from which qualifying service begins

ing Engineer, or in the Telegraph Department of Superintendent, 1st grade, or in the Indo-European Telegraph Department, of Director, the Government of India will be prepared to consider favourably their admission to the pension rules, including those contained in Article 714, applicable to the officers specified in Article 703, subject to any general restriction that may be prescribed as to the amount of pension payable to public servants who are *Natives of India.*

1 The concessions made under this Article will not in any case include permission to count as qualifying service rendered under the age of twenty

705 The Government of India may, on special grounds, recommend for sanction of the Secretary of State the grant of an invalid pension on the scale referred to in Article 713 (*a*) to an officer belonging to the classes referred to as "appointed in India" in Article 690, provided that he be not of purely Asiatic descent

Application of Ordinary Pension Rules.

706 Unless there is something repugnant in the subject or context, the rules of Part IV apply to officers defined in Article 703, but they are modified in the points noted in the following Articles

Service under age.

707 The rule which excludes service under the age of twenty years does not apply to the officers defined in Article 703 "Indian College Engineers" are also exempted from this disability.

Period added on account of previous experience

708. The Government of India may, in special cases, add a period, not exceeding three years, to the service of any Civil Engineer appointed to the Public Works Department before the 1st November 1873, with initial rank higher than that of a 1st grade Assistant Engineer.

709 The Civil Engineers whose names are included in lists (*a*) and (*b*) of Appendix No 14, who were appointed to the Department as Assistant Engineers, 1st grade, are, subject to the proviso in Article 710, allowed, on account of previous experience, to add to their pensionable service a period not exceeding

three years Provided such previous experience was not acquired before the age of twenty five

1. The service of an officer who receives any benefit from this concession cannot commence from a date anter or to that on which he attained the age of twenty five

NOTE—[The death resignation, removal or retirement of any of these officers should be promptly reported by the Government Department or Head of Office, under whom he is serving, directly to the Government of India in the Finance Department]

710 The concessions referred to in Articles 708 and 709 will not, however, be granted to any officer taken over, directly or indirectly, from one of the Guaranteed Railway Companies who received a bonus on leaving the service of the Company

Periods of Leave and Suspension.

711 (*a*) An officer belonging to any of the classes defined in Article 703 counts furlough as service as follows —

If the total service of the officer is not less than—	*He counts as service furlough for*—
20 years	2 years
25 ,,	3
30 ,,	4 ,,
35 ,,	5

If the officer's total service is not less than fifteen years, he counts as service a period not exceeding one year spent on leave with allowances out of India

(*b*) Otherwise time passed on leave, other than Privilege or Subsidiary leave, does not count

(*c*) Total service in this Article means total service reckoning from the date of commencement of service qualifying for pension and includes periods of leave and any period that may be added under Article 708 or 709

Amount of Pension

712 The following special scale of *Pensions* is admissible to the officers defined in Article 703 —

(*a*) *After a service of less than ten years, an invalid gratuity on the scale laid down in Article 518* (*a*)

(*b*) *After a service of not less than ten years, an invalid pension not exceeding the following amounts* —

Years of completed service	Scale of Pension				Maximum limit of Pension			
					R		R	
10	[illegible]						or 83⅓	a month.
11					[illegible]		116⅔	,,
12							150	,,
13	[illegible]	,,	,,	,,	[illegible]	,,	183⅓	,,
14	24	,,	,,		2 600	,,	216⅔	,,
15	25	,,	,,	,,				
16	26	,,	,,	,,				
17	27	,,	,,	,,	3 000	,,	250	,,
18	28	,,	,,	,,				
19	29	,,	,,	,,				

(c) *After a service of not less than twenty years, a retiring pension not exceeding the following amounts* :—

20 to 24	30 sixtieths of Average Emoluments	4 000 a year or 333⅓ a month	
25 and above		5 000 „	416⅔ „

713 The officers to [illegible] the Public Works Department on [illegible] artment on the 23rd January 18[illegible] an option between the above scale and the pensions allowable under rules in force on the dates named, namely —

(a) *An invalid pension on the following scale, not being less than R1,000 or more than R2 000 a year* —

If the qualifying service of the officer be not less than—	*Forty fifth part of the officer's Average Emoluments*
10 years	10
11 „	11
12 „	12
13 „	13
14 „	14

(b) [illegible]

year, R2 000 a year

(ii) *After a service of not less than twenty five years* —

A pension not exceeding one half of Average Emoluments, and also not exceeding R5 000 a year, or if the Average Emoluments do not exceed R12 000 a year, R4 000 a year

1 For the exact meaning of the term "Average Emoluments" see Article 531 in Part IV.

Special Additional Pensions.

714. The following special additional pensions, over and above those allowed in Article 712, may be allowed by the Government of India as rewards of approved service in the responsible positions referred to below —

(a) *Additional pensions of R2,000 per annum to those who have served three years as*—

(i) Chief Engineers, or officers who may have been graded as such.

(ii) Director General, or Deputy Director General, of Telegraphs.

(b) *Additional pensions of R1,000 per annum to those who have served three years as*—

(i) Superintending Engineers.

(ii) Director of Construction; Director of Traffic; or Superintendent, 1st Grade, in the Indian Telegraph Department

(iii) Directors of the Persian and Persian Gulf Telegraphs in the Indo-European Telegraph Department.

For the purpose of awarding these special additional pensions the following officers are treated as of equivalent rank to a Superintending Engineer —

(i) Civil Engineers (of the classes enumerated in Article 703) in Class I of the State Railway Revenue Establishments

(ii) Civil Engineers (of the classes enumerated in Article 703) in Classes I, II, and III of Examiners, Public Works Accounts

* It is important to bear in mind that these additional pensions cannot be claimed as a matter right, but that they will be granted at the discretion of the Government of India as rewards

of 'approved services'"—(*Secretary of State's Despatch No 21 (Public Works), dated 27th May 1888*)

NOTE.—[See special addition to the form of certificate in form of application for Pension]

715. (*a*) All service, whether temporary or substantive, counts as service towards these special additional pensions, but periods passed on leave, other than privilege leave, will be excluded.

(*b*) Periods of three months and under, during which an officer merely officiates as a purely temporary measure, will not count, nor will any period count during which an officer is officiating in a vacancy caused by the absence of an officer on privilege leave whose service counts under clause (*a*).

716. Certain officers of the Indo-European Telegraph Department, appointed before or during 1878, who have a clause in their covenant assuring them of the same status in respect to pensions as officers of the Indian Public Works Department, will, if they rise to or above the grade of Assistant Superintendent, obtain the pensions provided in this Section for officers of the Public Works Department. Their names are as follows —

NAME	Year of appointment	NAME	Year of appointment
Persian Gulf Section		Barker, W	1874
		Butcher, S	1876
Ffinch, B T	1857	Johnson, F W.	1876
Herbage, A	1863	Kelly, J H C.	1876
Possman, J	1863	McDouall, W	1875
Pattens, T A	1866	Pichell, E D.	1876
Pierce, E.	1869		
Andrews, H	1869		
Barber, G	1869		
Hawkins, J P	1869	*Persian Section*	
Johnstone, T Y	1866		
Leach, E A.	1873	Daniell, F T. B	1862

(*Secretary of State's Despatch No. 13 (Tel.), dated 22nd July 1886.*)

1 Officers of the Indian Telegraph Department, who may be transferred to the Indo-European Telegraph Department, retain the pensionary privileges of their own branch of the department.

Section IV.—Compulsory Retirement.

Limited Tenure of certain Offices.

717. The tenure of the appointment of Director General of Telegraphs is limited to five years. Extensions of this term can be sanctioned by the Secretary of State alone.

Rules applicable to Special Departments or Special Officers

718. No Chief Engineer of the Engineer Branch of the Public Works Department, nor any officer of corresponding rank in the Superior Revenue Establishment of State Railways, or in the Superior Accounts Establishment of the Public Works Department, nor any officer holding the office of Secretary or Deputy Secretary to the Government of India in the Public Works Department, can, without reappointment, hold the same post for more than five years

...lic Works
...blic Works
...n No 253,
...ed in this
...s began to

718A The following rules apply to officers, whether civil or military, holding the appointments enumerated below.—

Secretary to Government of India, Public Works Department
Director General of Railways
Inspector General of Irrigation
Accountant General, Public Works Department
Chief Engineers, Class I, who have held one appointment with that rank for five years continuously.
Consulting Engineer with the Government of India
Manager, North-Western Railway.
Director General of Telegraphs

(1) An Officer wh... e in any high appointment ... Department, the tenure of ... allowed any leave during such extension except privilege leave, and, should longer leave be necessary on account of ill health, urgent private affairs, or other cause, the extension shall, *ipso facto*, cease from the departure of the officer on such leave

(2) An Officer who has served his full time in any of the posts referred to, whose time is not extended, and for whom no suitable post can be found, and who desires to take leave to England until the time for his retirement arrives, whether leave is permissible to him under the rules or not, shall be permitted to take leave on leave allowances not exceeding a maximum limit of £600 a year until he completes the service which entitles him to the maximum pension attainable by him The same rule applies to an officer compelled to vacate his appointment under rule (1)

(3) The appointments vacated under rule (2) shall be considered vacant, and substantive promotions made in the vacant places

Compulsory Retirement.

719. Any Civil Engineer of the Public Works Department, who, on reaching the age of fifty years, has not attained the rank of Superintending Engineer, will be liable to be called upon to retire Provided—

(i) That no officer having less than twenty five years' service to his credit for pension shall be called upon to retire under this Article before 20th September 1889

(ii) That no officer having less than twenty years' service to his credit for pension shall be called upon to retire under this Article before 26th September 1890

(iii) That an officer called upon to retire under this Article shall be allowed to take any furlough admissible under the rules before his final retirement, subject to the condition of Article 720, in regard to retirement on attaining the age of fifty-five years This proviso to be in force up to 26th September 1892, i e, for five years from the date of the Resolution of the Government of India in the Public Works Department, No 1854 G, dated 26th September 1887.

720. All Civil Engineers in the Public Works Department, Civilian Under, and Assistant, Secretaries in the Public Works Branch of the Secretariat of the Government of India, or of a Local Government or Administration, and Civilians in the Superior Accounts Branch of the Public Works Department, in the Superior Railway Revenue Establishment, and in the Superior Establishment of the Telegraph Department, are required to retire on attaining the age of fifty-five years

NOTE — [The above rule is applicable to all Civilians of the several establishments named whatever the source of their appointment may be]

Chapter XXX.—Law Officers.

Definition.

721. In this Chapter, unless there is something repugnant in the subject or context, the term ' Law Officer " includes—

An Advocate General

[illegible] can be held only by a *Barrister*

A Secretary in the Legislative Department to a Local Government

A Remembrancer or Deputy Remembrancer of Legal Affairs

A G[illegible] ent Advocate in Burma and the

[illegible]

Members of the Indian Civil Service and of the Statutory Civil Service.

722. The leave of absence and acting allowances of a Law Officer who is a Member of the Indian Civil Service or a Statutory Civil Servant are regulated by the rules applicable to the Indian Civil Service or the Statutory Civil Service, as the case may be.

Government Pleader or Government Prosecutor.

723. A Government Pleader or Government Prosecutor is entitled to such leave of absence and allowances when on leave, and to such acting allowances, as the Authority who appoints him may think fit to grant, provided that no extra expense be caused to the Government.

Officers on full-timed Salaries.

724. The leave of absence and acting allowances of a Law Officer who is not a Member of the Indian Civil Service or a Statutory Civil Servant or a Government Pleader, or a Government Prosecutor, but whose pay is fixed, and his whole time retained for the service of Government, are regulated as if he were a Member of the Indian Civil Service

1 A Barrister without a substantive appointment appointed to act in an office which is either reserved for a Barrister or for which a Barrister is generally selected may, with the special sanction of the Government of India be allowed to draw an acting allowance not exceeding two thirds of the *pay of the appointment*

Officers retained on fixed allowances

725. The leave of absence and acting allowances of a Law Officer who is not a Member of the Indian Civil Service or a Statutory Civil Servant, or a Government Pleader, or a Government Prosecutor, whose pay is fixed, but whose whole time is not retained for the public service, are regulated by the following Rules which received the sanction of the Secretary of State in his Despatch No. 48, dated 4th November 1875 —

Active Service

1 'Active Service' includes besides time spent on duty leave of absence taken under Rule 3 and Subsidiary leave of absence taken under Rule 8

Application

2 An application for leave of absence must be submitted through the officer who passes his pay to the Authority to whom the officer is directly subordinate

Leave during Vacation

3 Leave of absence during the vacation of the High or Chief Court within whose jurisdiction the officer serves may be granted without deduction of pay, provided that no expense be caused by the grant of such leave

Medical Certificate

[illegible] year and leave

[illegible] after three years'

Law Officers

Private Affairs.

6 Leave of absence on Private Affairs for a period not exceeding six months may be granted once only to an officer who has rendered six years' "Active Service"

Furlough

7. After four years' "Active Service" Furlough without pay, but with retention of appointment, may be granted for a period not exceeding one year

Subsidiary Leave

8. In very urgent cases, Subsidiary leave of absence may be granted under *Chapter XIII*, provided that no expense be caused by the grant of such leave

Commutation of Leave

9 Excepting Subsidiary leave, no kind of leave may be granted in continuation of any other kind of leave, but any leave granted under these Rules may be retrospectively changed for any other kind or amount of leave which might at first have been granted

Commencement and termination of Leave.

[illegible]

he resumes charge

Leave Allowances.

12 An officer, while on leave under Rule 4 5, or 6, is entitled to half pay provided that his maximum leave allowance shall be, if paid in India R833⅓ a month, and if paid at the Home *Treasury* of the Government of India, £250 a quarter

[illegible]

No 197.

Page 193. Article 725. Rule 13 (b)

Substitute the following for proviso (ii) under this rule :—

(ii) The minimum salary of the Public Prosecutor and Standing Counsel in the North Western Provinces and Oudh and of a Government Advocate at Lahore, Rangoon, or Moulmein, is three quarters of the pay of the appointment

Deputation Vacancy

14 An officer officiating for an officer deputed to act in another appointment or on special duty is entitled to two thirds of the pay of the appointment in which he officiates, *plus* one third of the pay of his own substantive appointment, if any

Combination of Offices

15 If an officer holds more than one appointment, his salary is regulated by *Chapter VIII*

NOTE —[*Mr A B Miller, Official Assignee, Calcutta, remains (by his own desire) under the* Indian Service Leave Rules in Part III, subject to the provisions of Article 726 down to the word "appointed"]

Officers paid by Fees.

726. Leave of absence may be granted under the Rules in the preceding Article to a Law Officer who is paid by Fees, whether his whole time be

retained for the service of Government or not, on condition that he make such arrangements for the performance of his duties as are satisfactory to the Authority by which he is appointed, and on condition that, in case of his obtaining leave of absence on private affairs under Rule 6 in that Article, the officiating officer shall receive the whole of the Fees attached to the office

Other Officers.

727. An officiating Law Officer, who is not subject to the foregoing rules, draws, as acting allowance, the difference between the allowance attached to the appointment and the portion of it drawn by the absentee for whom he officiates Provided the maximum *salary* (*see Article 117*) is not exceeded

727A. Extraordinary leave under Article 366 may be granted to the officers in this Chapter

Chapter XXXI.—State Railway Establishments.

Section I.—Revenue Establishments.

Classification of Service.

728. In the State Railway Revenue Establishment the differen[illegible] service are as follows —

(*a*) *Permanent pensionable*,—that is, service in all permanent app[illegible] made before 1st September 1881, and service of officers, such as Civil [illegible] and members of the Engineer and Upper Subordinate Establishme[illegible] may be transferred to the Revenue Establishment, as Managers, et[illegible] after 31st August 1881

The service of an officer in the Traffic Department (appointed before 1st September 1881), before he passed the test examination does not qualify.

NOTE (1).—[If after 1st September 1881 it is considered advisable to employ on a State Rail [illegible]

[illegible] pensionable status]

[illegible]

(*b*) *Permanent nor pensionable*,—that is, service in all permanent appoint- [illegible]

[illegible]

the term of their covenant, have renewed their engagement under a covenant with the Government of India.

729. A subordinate officer transferred before 1st September 1881 from the temporary to the permanent Revenue Establishment of a State Railway may, with the sanction of the *Local Government*, count towards *pension* the whole or a part of so much of his temporary service as immediately preceded his qualifying service, without interruption.

Ordinary Leave Rules.

730. (*a*) Leave on medical certificate, with half-pay to the extent of sixty days in any calendar year, may, in addition to any leave admissible under the Indian Service Leave Rules in Part III, be granted, at the discretion of the Manager, to drivers and other subordinate employés of the State Railway Revenue Establishment, whose service is classed as *Permanent "pensionable"* or *"non-pensionable"* under clauses (*a*) and (*b*) of Article 728, and who are not employed exclusively on in-door work, provided the illness has not been caused by the man's misconduct.

(*b*) It may be granted without prejudice to privilege leave, and in continuation of privilege leave, or *vice versâ* (*See also Rule 1 under Article 291*)

(*c*) The leave thus granted is included in the leave to which the limit of three years prescribed in Article 369 applies.

731. Leave to members of superior and subordinate State Railway Revenue Establishments classed as "pensionable" or "non-pensionable" under Article 728, clauses (*a*) and (*b*), other than those referred to in the preceding Article, are governed by the ordinary leave rules for European or Indian Services (as the case may be) laid down in Part III.

Special Service Leave Rules.

732. Members of subordinate State Railway Revenue Establishments whose service is classed as "special" under clause (*d*) in Article 728, may be allowed leave as follows, at the discretion of the Manager —

(*a*) Privilege leave on full pay to the extent of one month in twelve, irrespective of the conditions laid down in Article 291. Any subordinate may, however, be permitted to exercise the option of allowing his privilege leave to accumulate up to three months under the usual conditions regarding such accumulation

(*b*) [illegible] sixty days in one cale[illegible] misconduct. This le[illegible] ave, and in continuation of privilege leave, or *vice versâ*. (*See also Rule 1 under Article 291*)

(c) In the case of deserving men, the Manager may extend the leave on medical certificate admissible under clause (b) to a maximum of six months in one calendar year

733. The Manager may grant furlough according to the following scale to any of the officers mentioned in the preceding Article who can be conveniently spared —

(a) A first furlough for a period not exceeding—

12	months	after 7	years service
14	ditto	8	ditto
16	ditto	9	ditto
18	ditto	10 or more	ditto

(b) A second or subsequent furlough for a period not exceeding—

6	months	after 3	years further service,	dating from the expiration of the previous furlough, or sick leave
8	ditto	4	ditto,	
10	ditto	5	ditto	
12	ditto	6	ditto,	
14	ditto	7	ditto	
16	ditto	8	ditto,	
18	ditto	9	ditto,	

(c) The period of service upon which furlough may be granted is to be exclusive of time spent on leave of absence of any kind whatever except privilege leave No second or subsequent furlough shall be granted till after a further actual service of three years, commencing from the date of the expiration of the previous furlough, and no single furlough shall be granted for a longer period than eighteen months

(d) An officer absent on furlough will be allowed half the substantive pay of his appointment, excluding all allowances, except personal allowances

(e) The service towards first or subsequent furlough is not cancelled by the grant of sick leave lasting more than sixty days, but an interval of three years of service must elapse between the return of an officer from sick leave and the grant of any furlough that may be due to him

(f) When an officer has earned either first or subsequent furlough, if from any cause it may be found inconvenient to grant him the whole of the furlough earned, an instalment may be granted, leaving the balance at his credit to be taken when convenient, subject, however, to the maximum limit of eighteen months prescribed above.

Labourers.

734 Labourers in State Railway workshops employed upon daily wages when temporarily absent from work in consequence of injuries sustained while on duty in workshops, etc, may, under the authority of the Managers of the State Railways concerned, be granted allowances, during their absence, as under, the amount not to exceed—

(i) fifty rupees,
(ii) one month's pay,
(iii) (in cases where the absence is less than a month) the pay which the absentee would have earned during the period of leave if he were present on duty.

Recovery of Advances

735 (a) Advances whether made in India (*see Articles 81 and 82,*

Part II) or by the Home Government should be recovered by monthly instalments of one third *salary* except in the case of—

(i) Covenanted Engine Drivers, and

(ii) Covenanted Mechanics, Boiler Makers, etc

(*b*) In such cases the recovery should be in such a manner as will ensure their receiving in any one month not less than—

(i) Rupees twenty-five, exclusive of overtime or other allowances, or

(ii) Rupees fifty.

Section II.—Upper and Lower Subordinates and Office and Petty Establishments on lines under construction.

735A. The service of Civilian Upper Subordinates appointed after the 3rd October 1888 to State Railways under construction or survey and not transferred from permanent pensionable posts, does not *qualify* for pension unless they were serving on that date as apprentices after passing through the Thomason College course, or were attached as students to the Upper Subordinate class of the Thomason College, Rurki, eventually obtaining one of the guaranteed appointments

735B. All Lower Subordinates appointed to lines under construction or survey since 21st July 1880 are non pensionable

736 All members of the office and petty establishments of State Railways under construction are regarded as temporary servants, unless they were before the 20th July 1880 transferred from a permanently sanctioned post, not being a post on a Railway when under construction They are not eligible for *pension*, and are liable to discharge whenever their services are no longer required, after one month's notice, as provided for in Article 384 (*b*) in Part IV

737. As regards officers who were, before the 20th July 1880, transferred to railways under construction from permanently sanctioned posts, not attached to railways under construction, the pensionable service of such officers is in no way prejudiced by their fresh employment, and they will continue to enjoy their right to *pension*, even if transferred from the line on which they were on that date engaged to another line also under construction

738 The service of persons whose service prior to July 21st, 1880, had been solely on lines under construction, and who had been transferred from another line under construction to the line under construction on which they were engaged on the above date, was ordered to be treated as pensionable until the work on which they were engaged was completed On that date their pensionable service ceased, and if their services were then dispensed with, they were allowed to be paid the pension or gratuity to which they were entitled If re employed on another line under construction, their services in the new appointment are not pensionable

739 The service of officers whose service under Government began on the line on the construction of which they were engaged on July 21st, 1880, is pensionable up to that date only Service subsequent to that date, though

in the same capacity, and on the same line, is non pensionable, and if entered in the officer's service book, must be shown as such Officers whose service, under this rule, changed from pensionable to non pensionable were not allowed to claim their pensions until the work on which they were engaged was completed

740 The service of all officers engaged for a line under construction since 21st July 1880 is temporary and non pensionable

Section III —Other Offices

740A Sub storekeepers, and Lower Subordinate, Petty, and Clerical Establishments, entertained for any Railway Survey, come under the general *rules in Articles 736—740*

740B The services of all clerks appointed after the 31st January 1889 to the Railway Branch of the Public Works Secretariat of the Government of India, and to all Consulting Engineers' and Port Store-keepers' Offices and of all Accountants and clerks appointed after the 16th July 1889 to any of the Offices of Examiners of Guaranteed Railway Accounts, do not qualify for *pension* unless transferred from a permanent pensionable post

Chapter XXXII —The Bengal Covenanted Pilot Service

Section I —Pay and Leave Rules

Pay of Grades

741 (*a*) For the purposes of the Leave Rules the pay of the several grades of the Service shall be taken to be as follows —

	R		R
Branch Pilot	1 000 a month	1st Mate Leadsman	150 a month
Master Pilot	700	2nd Mate Leadsman	125
Mate Pilot	450	Leadsman Apprentice	100

(*b*) The allowances of Pilots while on special duty are regulated by the special rules sanctioned in letter No 606, dated 5th February 1887, from the

Government of India in the Finance Department, to the Bengal Government, and embodied in Appendix No 15.

Furlough.

742. Furlough may be taken to the extent of four years during the entire period of service, in the following instalments, *viz*, after ten years' service, two years, and after every subsequent eight years, one year, on an allowance of half the average pay for the last three years Provided that no Furlough can be granted to an officer who has taken leave on medical certificate until three years after his return from leave on medical certificate

If a portion of an instalment is taken, the remainder may be added to any later instalment Provided that not more than two years' Furlough may be taken at one time.

Leave on Medical Certificate.

743 Leave on medical certificate may be taken to the extent of three years during the whole period of service, but not for more than two years at a time, and not more than twice out of India Such leave cannot be taken for more than one year, except after three years' continuous service immediately preceding Leave on medical certificate cannot be counted as service for Furlough, and no leave on medical certificate can be taken while any Furlough is due An officer on leave under this Article is entitled to half his Average *Pay* for the first fifteen months of each period of absence, but not for more than thirty months in all For the rest of his leave under this Article he is entitled to a quarter of his Average *Pay* The minimum furlough allowance during leave on medical certificate to the officer to whom any allowance is due shall be—

	R
In the case of a Branch Pilot, Master Pilot, and Mate Pilot	100 a month
In the case of a Mate Leadsman and Leadsman Apprentice	50

Special Leave

744. (*a*) Special leave on urgent private affairs may be granted at any time for not more than six months Provided that an officer who has had Special leave must render six years' Active Service before he can again have such leave

(*b*) For the first six months for which an officer is on Special leave, whe-

Subsidiary Leave

745 Subsidiary leave on half Average *Pay*, on the terms and conditions prescribed in Chapter XIII, Articles 352 to 365, may be prefixed and affixed to Furlough, Leave on medical certificate, and Special leave on urgent private affairs, taken out of India

Privilege Leave

746. (*a*) Privilege leave may be taken either under the ordinary rules prescribed in Chapter XII, Articles 277 to 305, or

(*b*) For a period of two months in every twelve, on half pay (which cannot be accumulated), on a medical certificate showing that the applicant [illegible]

must be commuted to double the period on half pay under this clause Leave taken under this clause shall be reckoned as Active Service Provided that if leave taken under this clause be extended under medical certificate, the whole of the leave shall be treated as leave on medical certificate under Article 743

(*c*) The leave authorised in clause (*b*) may be taken in instalments, but a Pilot may not take leave under clause (*a*) for eleven months after his return to duty from his last leave taken under clause (*b*).

746A. Extraordinary leave under Article 366 may be granted to the officers in this Chapter.

Leave after Superannuation Age.

747. A Pilot is eligible after he attains the age of fifty-five years for Privilege leave, and for any Special leave on urgent private affairs to which he may be otherwise entitled No leave, other than Privilege leave or Special leave on urgent private affairs, granted to a Pilot before his fifty fifth birthday, has effect after that date

Section II.—Pension Rules.

Retiring Pension.

748. (*a*) After an actual service of thirty years in India, a member of the Bengal Covenanted Pilot Service is entitled to a Retiring pension according to his rank, as follows.—

Rank of retiring officer.	Monthly pension R
Branch Pilot	200
Any lower rank	100

(*b*) Provided that not more than four Retiring pensions may be granted in three consecutive years

Invalid Pension.

749. Upon a certificate [in the form prescribed in Article 489 or 491 (as the case may require) of the Ordinary Pension Rules] of incapacity for further service from the Medical Board of the India Office, or from the Surgeon-General or Deputy Surgeon-General in Calcutta, or from a Medical Committee over which the Surgeon-General or Deputy Surgeon-General should, when prac- [illegible] entitled to an Invalid pension, varying [illegible]

Rank of retiring officer.	Monthly pension. R
Branch Pilot	200
Master "	100
Mate "	60
Leadsman Apprentice	30

750. A Pilot retiring on an Invalid pension while absent on leave in England or in the colonies will receive the pension of the rank which he held when his leave began, unless he have been promoted within twelve months from that date, in which case he will receive the pension of the rank to which he has been thus promoted.

Compulsory Retirement

751. Except with the special sanction of the Secretary of State, no Pilot, who has reached the age of fifty-five years, shall be appointed to a new office, or shall be permitted to retain any office which he has held for five years and upwards The word "office" for the purposes of this Article includes "grade"

Section III.—Family Pension Rules.

Contributions

752. (*a*) Members of the Bengal Covenanted Pilot Service other than those described in clause (*b*) must make the following monthly contributions towards the cost of pensions for their widows and orphans.—

	R
Branch Pilot	40
Master "	20
Mate "	10
Leadsman Apprentice	4

(*b*) Under a special concession made on the reorganisation of the Service in 1873, the Pilots whose names are entered below, by a monthly contribution of R16 each, secure for their widows pensions of R100 a month, and full pensions for their children —

Ancell, F	Hough A	Reddie, T
Anderson G M	Hudson F F	Rust R.
Broadhead, J T	Lash, O	Rutherfurd, R C
Born G	Lindqu st W H	Scott, D J
Christie J	Mills C S	Wawn N T
Coll ngwood C	Milner A J B	Wells J P
Collingwood F F	Ransom, S	West, W O B
Daly, I M	Rayner, F T	Williams, W R.

		R
Widow of Branch Pilot	.	30 a month
Ditto Master Pilot	. . .	25 "
Ditto First Mate Pilot	. .	20 "
Ditto Second Mate and Volunteer Pilot	.	15 "
Girls until ten years of age	. .	6 "
Girls over ten years of age unt l married	.	5 "
Boys until fifteen years of age	. .	6 "

The Court of Directors d d not however, sanct on the scale observing in their Marine Department s despatch to the Government of Bengal, No 6, dated 22nd February 1843, that they thought it preferable that each case should continue to be decided upon according to its merits]

Amount of Pensions.

753 Pensions are granted to the widows of Pilots married before their husbands retired on pensio

(*a*) To the widow of a

755, of any Pilot whose na

(*b*) To the widow of an

at the time of his death or

	R
(i) The widow of a Master Pilot	50
(ii) " " " Mate " . . .	30
(iii) " " " Leadsman Apprentice . . .	15

754 Pensions are granted at the following monthly rates to the children of Pilots of all ranks by wives married before their husbands retired on pension from the service —

	R
(*a*) To each . .	12
(*b*) " . .	14
(*c*) "	20

755 If any Pilot whose name is entered in clause (*b*) of Article 752 dies or retires on pension before attaining the rank of Branch Pilot, and before his subscription aggregates R5,000, his widow's pension will be reduced by one-sixth, *i e*, to R83⅓ a month, until the deficiency is made up

756 A wife married to a Pilot after his retirement on pension from active service and her children are entitled to no pension

Births, Deaths and Marriages

757 To entitle widows and orphans to pensions under these Regulations, Pilots are to forward to the Port Officer certificates of their marriage, and of the births of their children and their baptisms, within one month after the occurrence thereof Notices of death are in like manner to be forwarded to the Port Officer

Effect of Resignation or Dismissal

758 Subscriptions by a Pilot for the purpose of securing pensions for his wife and children are refunded in the event of his resignation or dismissal

Declarations

759 [illegible]
to forward [illegible]
yearly, in [illegible]

[illegible]

application to the Accountant General, Bengal

Re marriage

760 If a widow pensioner marries her pension ceases during her coverture, but in the event of her again becoming a widow, she is re admitted to the pension to which she was entitled during her first widowhood, unless her second husband was a member of the Pilot Service, and, at his death, of a higher grade than her first husband, in which case she is entitled to the pension of the higher rank

Forfeitures.

761 No widow who may have been legally divorced or separated from her [illegible] eriod of her husband s demise, may have [illegible] in a state of [illegible] law [illegible] may be living in a notorious state of [illegible] living in such state, shall be entitled to receive, or continue to receive, any pension under these rules

Section IV.—Rate of Exchange for Pensions.

762 (*a*) The pension of a Pilot who was in the service prior to the 30th *August 1883, if drawn in England* or *in the Colonies, is payable at the rate of* 1*s* 11*d* per rupee

(*b*) The pension of the family of a Pilot who was in service on the 15th September 1881, if drawn in England or in the Colonies, is paid at the rate of 1*s* 11*d*. per rupee.

(*c*) The pension of a Pilot or of the family of a Pilot, as the case may be, who was appointed to the service after the dates named in clauses (*a*) and (*b*), will be paid at the rate of exchange fixed yearly for the adjustment of financial transactions between the Imperial and Indian Governments.

Chapter XXXIII.—Port Blair Police.

Section I.—Leave Rules.

Privilege Leave

763 (*a*) Privilege leave may be granted to the men employed in the Port Blair Police Force as under —

(i) Two months after thirty months' consecutive service

(ii) Three months after thirty-six months' consecutive service

(*b*) Such leave cannot be claimed as a right, and will only be granted when it can be given without inconvenience to the Public Service

(*c*) Such leave, if taken to India, may be overstayed without forfeiture of pay by such a period not exceeding eight days as may intervene between the date of the expiration of the leave and the date preceding that of the departure of the next mail steamer from Calcutta to Port Blair

Leave to India.

764. Furlough and leave on Medical Certificate to India is granted to Inspectors and Sub-Inspectors under the Indian Service Leave Rules in Part III.

765. (a) Furlough to unmarried men, or men whose families remain at their homes in India, may be given, in turn, after five years' continuous service in the Settlement.

(b) Furlough may also be given, in special cases, at the discretion of the Superintendent, to married men having their families at the Settlement, after a continuous service of not less than five years

(c) It may be granted for periods of from four to six months, according to the distance of the applicant's home from Calcutta

766. Policemen of all ranks below that of Inspector proceeding to India on leave of any kind are entitled to free passages both ways by sea, and Sergeants and Constables proceeding on furlough or leave on medical certificate are also entitled to free passages by rail to and from their homes.

767. (a) Policemen proceeding to India on leave of any description should ordinarily be employed on the voyage in guarding transferred convicts

(b) On the expiration of their leave they will report themselves to the Commissioner of Police, Calcutta, with a view to their employment as convict guards on the return journey.

768. The total number of men on leave at one time from all causes other than Privilege leave shall not exceed ten per cent of the Force.

769. *Absence without leave is punishable by dismissal or forfeiture of pay.*

Extraordinary Leave.

769A. Extraordinary leave under Article 366 may be granted to the officers in this Chapter.

Leave Allowances.

770. During Privilege leave full pay is admissible

771. While ill in hospital at Port Blair or Nancowri, absentee allowances are granted as follows —

(a) Constables and Sergeants —Full pay for so long as they may be in *hospital.*

NOTE —[This concession does not interfere with the grant of any leave admissible under this Section]

(b) Chief Constables, Sub-Inspectors, and Inspectors —In accordance with the Indian Service Leave Rules in Part III

772. During leave on Medical Certificate spent in *India* an absentee allowance is granted at the following rates —

(a) Constables—Subsistence allowance of R6 a month

(b) Naiks—Subsistence allowance of R8 a month

(c) Sergeants—Subsistence allowance of R10 a month

(d) Chief Constables —Half-pay for fifteen months and subsistence allowance of R15 a month after that term

773. During Furlough under Article 765 an absentee allowance of half-pay is granted.

Section II.—Pension Rules.

Pension admissible.

774. Members of the Port Blair Police Force are entitled to *pensions* under the regulations contained in Part IV, for the calculation of ordinary *pensions* for Superior service, except that the amount of the pension or *gratuity* which *may* be granted shall *not, except in the case of an* Inspector, a Subadar, or a Jemadar exceed three-fourths of what is admissible under Chapter XIX

Hospital Leave not counted.

775. Time spent in hospital at Port Blair or Nancowri by constables and sergeants of the Port Blair Police Force, during which they receive full pay under Article 771, does not *qualify* for *pension*

Chapter XXXIIIA.—Assam Military Police.

775A. Pensions will be granted to policemen, and, in the exceptional cases specified in the rules, to their heirs, in accordance with Parts IV and VI of the Civil Service Regulations

775B. Furlough on private affairs may be granted by Commandants of Battalions on the following conditions, namely —

(*a*) That the number absent on furlough and sick leave at any one time shall not exceed 5 per cent of the strength of the Battalion from 15th October to 15th April, and 10 per cent. from 16th April to 14th October.

(*b*) That the pay of all ranks on furlough shall be half Assam pay

(*c*) That free passages to and from their homes by river and rail shall be given to all ranks

(*d*) That the period of furlough shall not exceed six months, counting from the day of departure from the head-quarters to the date of return to those head-quarters

775C. Sick leave on medical certificate may be granted by Battalion Commandants to all ranks on the following conditions, namely —

(*a*) That leave may be given without regard to the number of men absent

(*b*) That a man taking sick leave shall forfeit his turn for furlough, and that his name shall be placed at the bottom of the furlough roster

(c) That sick leave shall not be given for a period of longer than six months, counting from the date of departure from the head-quarters to the date of return to them without the sanction of the Chief Commissioner

(d) That pay on sick leave shall be full pay for as long a time as the man is entitled to privilege leave, and half pay for the remainder of the first six months, and, in case of extension being granted, half-pay The pay of a man on sick leave taken in extension of furlough shall be half Assam pay.

(e) That free passage by river and rail to and from their homes shall be given to all ranks proceeding on sick leave

(f) Sick leave on full pay for a period not exceeding one month may be granted to all ranks while in hospital In exceptional cases, e g, in consequence of wounds received in action, or for other special reasons, this privilege may be extended to two months under the special sanction of the Chief Commissioner After this period, such leave may be granted on half pay Leave granted under this rule shall not interfere with the grant of ordinary sick leave on medical certificate

775D P [illegible]
of these Reg [illegible]
of leave und [illegible]

Free passages will not be given by river or rail to men going on privilege leave or returning from it

The Inspector General of Police may frame subsidiary rules not inconsistent with these rules for the guidance of Commandants in granting furlough and leave

775E Any member of the force belonging to races foreign to Assam, who may be recruited outside the Province, may bring his family to Assam on the following conditions, namely —

(a) That the term "family" means his children, his wife, and one relative, not more than one wife may be brought

(b) That quarters are available in the police lines

(c) That the permission in writing of the Commandant has been obtained

For the conveyance of families, third class passages will be granted by railway, and deck passages by steamer, in the case of all Native officers on payment of one third of the passage money and fare, in the case of 20 per cent of the non-commissioned officers of each battalion, free of charge, in the case of 5 per cent of the privates of each battalion, free of charge The percentage must be reckoned on the number of foreigners only

Return passages to their homes will be granted to the families of such officers and men dying in Assam

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Part VI—WOUND AND OTHER EXTRAORDINARY PENSIONS

GENERAL ARRANGEMENT

Chapter XXXIV.—Wound and other Extraordinary Pensions.—

PART VI.—WOUND AND OTHER EXTRAORDINARY PENSIONS.

Chapter XXXIV.—Wound and other Extraordinary Pensions.

Section I.—Wounds on Military Service.

Explanation.

Page 211 Article 776.

Strike out the word "wound" in the second line of the note under this Article.

777. To officers and men (or their families) enrolled as Volunteers in a force which has a military organisation, who are not entitled under the following rules, or under special conditions of service, to gratuities or pensions at higher rates,—the gratuities or pensions which would be admissible if they held the same rank in the Regular Forces.

Civil Officers of Government.

778. Gratuities and pensions are granted to Members of the Indian Civil Service and other Civil officers wounded, and to the families of such officers killed, while serving (in circumstances justifying their presence) with a military force, according to the scale applicable to officers or men of the Regular Forces or their families, the rank of the officers being determined as follows.—

(i) In the case of Members of the Indian Civil Service —

An officer of—	Ranks as—
Less than 5 years' standing	a Lieutenant
More than 5 " "	a Captain
" 12 " "	a Major
" 18 " "	a Lieutenant Colonel
" 23 " "	a Colonel
" 31 " "	a Major General.
Lieutenant Governor or Chief Commissioner . . .	a Lieutenant General

(ii) In the case of any other Civil officer —

An officer whose salary is—		Ranks as—
R		
16	a month or upwards	a Sepoy
50	ditto	a Jemadar
100	ditto	a Subadar
200	ditto	a Lieutenant of less than 3 years' service
300	ditto	a Lieutenant of more than 3 years service.
500	ditto	a Captain
1 000	ditto	a Major
1 500	ditto	a Lieutenant Colonel
2 000	ditto	a Colonel
2,500	ditto	a Major General

(iii) A Viceroy of India or Governor of a Presidency ranks as a Field Marshal, General, or Lieutenant-General Commanding-in-Chief

(iv) A person who is not in the service of Government ranks according to his status in life as compared with an officer of the —

No. 34.

(b) it cannot be combined with any other kind of leave, except leave on medical certificate,

(c) allowances during such leave will be half average salary, subject to the maxima applicable to ordinary furlough, and no allowances will be paid for any leave in excess of two years,

(d) the medical certificate must state the term for which leave is necessary in consequence of the wound, and any extension of [illegible]

No. 221.

Takes effect from 1st January 1891.

Pages 212 and 213. Article 780B.

Substitute the following for this Article:—

780B. An officer compelled, in consequence of wounds received in action, or of illness contracted by active service in the field (in circumstances justifying his presence) with a military force (i e, service recognized as such by the Government of India), or of illness which [illegible]

[illegible] admissible under general rules, and it will, except as regards the earning of furlough, count, up to a maximum of 12 months, as active service, provided that—

(a) it must be taken immediately in consequence of the wound or illness, i e, without any intervening period of active service,

(b) it is certified by the Medical Board before which the officer appears, that the disability owing to which leave has become necessary originated on active service in the field and was solely caused by hardship and exposure undergone, or by wounds received, during such service,

(c) it cannot be combined with any other kind of leave, except leave on medical certificate,

(d) allc[illegible]

(e) the medical certificate must state the term for which leave is necessary in consequence of the wound or illness, and any extension of that period can be granted only on a fresh medical certificate,

(f) an interval of three years must intervene between expiry of such leave and furlough, except in the case of furlough on medical certificate, when the interval need not exceed six months.

to secure proper provision for their fam[illegible]

Articles 781—782

783. A pension is granted to the family of a man killed in the execution of his duty, only if he had a wife, legitimate child, father or mother, dependent upon him for support.

784. The Government does not bind itself to grant pension in every case, or, if it grants pension, to grant it for life.

Amount of Pension.

785. The amount of *pension* is to be regulated by—

(i) the character and service of the injured or killed;
(ii) the nature of the risk undergone, and the conduct of the man in accepting it;
(iii) the nature and extent of the injury received;
(iv) the pecuniary circumstances and prospects of the claimant.

786. Injuries for the purposes of this Section are classed in four degrees:—

1st Degree.—Men losing two limbs or both eyes from wounds; or being so severely wounded as to be totally incapable of earning a livelihood and to require the care and assistance of some other person.

2nd Degree.—Men losing one limb or one eye; or being so disabled as to be incapable of earning a livelihood, though not requiring the care of another person.

3rd Degree.—Men not losing a limb or an eye who have received an injury equal to the loss of a limb, or who are otherwise so disabled as to be capable of contributing in only a small degree towards earning a livelihood.

4th Degree.—Men able to contribute materially towards a livelihood, although unfit, from wounds, for the ordinary duties of the service.

787. Under ordinary circumstances, the Local Government may grant a gratuity not exceeding six months' pay and also not exceeding R500, reporting the grant as in the case of an ordinary gratuity. The Government of India may likewise grant a gratuity not exceeding six months' pay or R1,000, whichever is greater.

787A. [illegible] gratuities not exceedi[illegible] families of officers dym[illegible] tances which do not fall strictly within the conditions of Article 782.—(*Despatch from Secretary of State, No. 1 (Financial), dated 3rd January 1891.*)

788. A *Local Government* may, as a special case, grant a gratuity not exceeding R20, or two months' pay, whichever is less, to a day labourer or mechanic injured, or to his representatives if he is killed, in the execution of duty by causes beyond his control, if the injury is not such as to allow of a wound or extraordinary pension being granted under the foregoing rules.

The object of such gratuity is to enable the injured person or the representative of the deceased to return to his friends or to afford him subsistence for a little time. The gratuity is chargeable to the work on which the injured person or the deceased was engaged.

A list of gratuities granted under this rule during the year should be

[illegible] 786—788

forwarded annually on the 1st March to the Government of India in the Public Works Department.

789 Under special circumstances the *Local Government* may grant a pension not exceeding R10 a month, and the Government of India may grant a pension not exceeding R25 a month, to a Government officer injured, or to the family of a Government officer killed, in the execution of his duty as follows —

(i) To an officer wounded in the first or second degree, a pension not exceeding full pay

(ii) To an officer wounded in the third or fourth degree, a pension not exceeding half pay, or, if the officer is entitled to an invalid pension of half pay under the ordinary rules for superior or inferior service, then not exceeding three quarters pay.

(iii) To the family of an officer killed in the execution of his duty, a pension not exceeding half the pay of the deceased officer, and not less than R2¼ a month

790 (*a*) A pension granted under clauses (i) or (ii) of the preceding Article will, unless the pensioner is more than sixty years old (in which case it will be permanent) continue, in the first instance, for two years only [illegible]

by [illegible]
Go [illegible]
fur [illegible]
or not, to further medical examination

791 (*a*) If a pension is granted to a family under Article 789 (iii), it is allotted for the support of the family to the eldest surviving son —

(i) failing sons, to the eldest widow, for the same purpose,

(ii) failing both sons and widows, to the eldest surviving unmarried [illegible]

(*b*) [illegible]

(i) if the pensioner is under six years of age, till he is eighteen years old,

(ii) if above six and under fifty years, for twelve years,

(iii) if not under fifty years, for life

(*c*) The pension to a female is for life or until marriage, (¹) but, on her suitable marriage, the Local Government may, at its discretion, grant her five years' pension as a dowry

[illegible]

(*d*) A pension is given to only one member of each family, and no transfer of the pension to another member is permitted on its lapse either by the demise of the pensioner or for any other reason, or on its remaining in abeyance under the operation of the rules in Chapter XXI

NOTE.—[The words for the support of the family should be inserted in every order sanctioning a pension under Article 789 ( )]

Section III.—State Railway Rules.

Railway Servants.

792. A Local Government having State Railways under its control may grant a gratuity to any State Railway servant who may be injured, or to the representatives of any State Railway servant who may be killed, by the working of tr[illegible] wilful action: [illegible] d to six months' [illegible]

793. If the Local Government thinks R200 insufficient, a reference must be made to the Government of India.

794. The Director General of Railways exercises the powers of a Local Government on State Railways not under Local Governments.

795. Gratuities paid to Railway servants or their families under Article 792, or, if the sanction of the Government of India is required, under Articles 792 and 793, are paid by the *Accountant General* and charged to the head "Superannuations" on the accounts of the Civil Department.

Other Persons.

796. Gratuities to injured persons who are not in Government employ are dealt with under departmental rules, and not under these Regulations.

Section IV.—Procedure.

Preliminary Inquest.

797. Whenever a claim for Wound or Extraordinary *pension* arises, the Head of the Office in which the man killed or injured was employed must hold a formal inquest, taking evidence on the following matters:—

(i) the circumstances under which the injury was received, or the life lost;

(ii) the relationship (in the case of a death) and the pecuniary circumstances of the claimants.

Application for Pension.

798. The Head of the Office will then submit the case with a report
in the case of
the case of a

Application for an Extraordinary pension (or gratuity) for the family of A B, late a ______ killed in the execution of duty Submitted by the ______

Description of claimant
- 1 —Name and residence, showing Village and Pergunnah
- 2 —Age
- 3 —Height
- 4 —Race caste or tribe
- 5 —Marks for identification
- 6 —Present occupation and pecuniary circumstances
- 7 —Degree of relationship to deceased

Description of deceased
- 8 —Name
- 9 —Occupation and service

- 15 —Date from which pension is to commence
- 16 —Remarks

(Place)
(Date)

Signature of Head of Office

799. Whenever application is made for a pension under the preceding Article, a list should be given of the names and ages of the surviving kindred of the deceased officer, as follows —

	Name	Date of birth by the Christian era
Sons		
Widows		
Daughters		
Father		
Mother		

If the deceased has left no son, or no widow, or no daughter, or no father, or no mother surviving him, the word "None" or "Dead" should be entered opposite to such relative

Section V —Re-employment of Wound Pensioners.

800. A Wound or Extraordinary pension granted under these Regulations, or under Military Rules, to a Native Commissioned officer or a Non-

Commissioned officer or soldier for wounds and injuries, may, in the event of the pensioner's subsequent employment in the Civil Department, be, during such employment, reduced or suspended by the Government which granted the pension.[1]

(1).—["The withdrawal of pension is optional with the Local Government, and it should

13th September 1878.)]

801. If, however, the Wound or Injury pension of a Native Commissioned officer or a Non-Commissioned officer or soldier includes an Invalid pension, he may, if the Wound or Injury pension is withheld, draw the Invalid pension *in addition to civil salary*.

PART VII.—FOREIGN SERVICE AND SERVICE UNDER LOCAL FUNDS.

GENERAL ARRANGEMENT.

Page 221. Article 802.

Strike out the words " Officers serving in Berar " at the end of the examples under the " second " part of this Article.

Part VII.—FOREIGN SERVICE AND SERVICE UNDER LOCAL FUNDS.

Chapter XXXV.—General Definitions and Conditions.

Classification.

802. Foreign service is of three kinds, *viz.* —

First.—When an officer of Government is allowed to take service under an employer who is not under the orders of Government and is allowed while in such service to maintain his claim to *pension* and leave in the same way as if he were still in the service of Government

Examples —Officers lent to Egypt, or to the Colonies or to a Native State, or a Port Trust, or a Municipality, or a Railway Company

Second —When Government having obtained control over or having received in trust certain funds other than *General Revenues*, creates special appointments or special establishments at the cost of the said funds for the purpose of exercising such control or trust

Examples —Administrators of Native States, Managers of Courts of Wards' Estates Officers serving in Berar

Third —When additions are made to an existing service or an existing establishment to provide for work which has to be done under the supervision and control of the supervising and controlling officers of the service or establishment, the cost of the additions being charged to, or recovered from, the persons or bodies in whose interest the work is done

803. (*a*) Foreign serv [illegible]
and *pension* or for *pension* [illegible]
authority from qualifying [illegible]
retaining their title to leave or pension, which in all but special cases is made subject to payment of contributions to Government in respect of the cost of such leave or *pension*

(*b*) Foreign service of the third kind qualifies for leave and *pension* in the same way as service in the rest of the department or establishment, of which the appointment forms a part, but arrangements are made for the recovery of the cost, as laid down in Chapter XXXVII.

Berar Officers.

804. An officer may be transferred from qualifying service payable from the revenues of Berar in the same way and on the same conditi ns as from general qualifying service. In such case his contributions, unless h s a member of some general establishment or service under the British Govern t, will be credited to the revenues of Berar, and the service will *qualify* in the e way as if it were paid from the revenues of Berar.

Chapter XXXVI.—Foreign Service of the first and second kinds.

Section I.—Conditions of Foreign Service of the first kind.

Explanation.

805. The position of the Government of India, and the difficulty experienced by Native States and public bodies in obtaining competent officers without its assistance, frequently render it necessary for the Government, for political or for public reasons, to transfer its officers to the service of such States or [illegible] the condition [illegible] privileges as [illegible] ules prescribed in this Part of these Regulations show what financial arrangements are to be made in the case of officers of Government lent or transferred to service paid by Native States, Municipalities, and other bodies whose revenues are distinct from the public revenues of Government, such as Courts of Wards, Port Trusts, etc , and permitted at the same time to retain their privileges as servants of Government.

Sanction to Transfer.

806. An officer may not be transferred to Foreign service of the first kind unless the following conditions are complied with :—

(i) The service required of the officer transferred is one which it is advantageous for public reasons (and not merely in the interest

service, it shall not exceed by more than 25 per cent. his pay in British service at the time of transfer.

NOTE.—If at the time of transfer an officer is receiving acting allowance for officiating in an appointment from which it is unlikely that he will revert his initial pay in Foreign service may be calculated with reference to his *salary* at the time of transfer.

(2) If an officer is transferred to a post the duties of which entail unusual responsibility and require special capacity, or to a post belonging to a branch of the public service different from that in which he was previously serving, his pay shall not exceed the pay ordinarily allowed for similar duties in British service.

(3) The limit of pay fixed under rule (1) for an officer belonging to a graded service may be increased from grade to grade on the dates on which he would, had he remained in British service, have received substantive promotion in that service. In the case of any other officer no increase of pay above the amount sanctioned at the time of transfer shall be granted until he has served for three years in foreign employ, after which an increment may be granted not exceeding 20 per cent of pay: subsequent increments may be allowed at intervals of not less than three years, each increment being limited to 20 per cent of the original pay in Foreign service. These increases of pay are not claimable as of right and should not be given except on the initiation of the foreign employer concerned. After such initiation the question whether any increase is justified should be considered both with reference to the qualifications of the officer transferred and the nature of his duties.

(4) The officiating allowance of an officer appointed to officiate during the absence of the permanent incumbent of a sanctioned appointment in foreign service, shall be regulated in accordance with the rules in Part II of these Regulations.

(v) The officer transferred shall remain, while on Foreign Service, subject to the general and disciplinary rules which apply to officers on active Government service.

... a month. And also to any increase to a net salary which, before the increase, exceeds R250 a month.

Page 223. Article 807.

Strike out this Article.

808. Whatever may be the actual pay and allowances drawn by an officer ... he purpose of calculat- ... a contribution towards

Articles 807—809.

the cost of such leave allowances and *pension*, shall be assumed to be as follows —

(*a*) *If he is a member of any of the special services mentioned in Article 806 (iii)*—

	Members of the Indian Civil Service	Other Special Services.
	R	R
(i) During the first two years of his service reckoning from the first day of April next following his arrival in India, or date of appointment if he was appointed in India	400	350
(ii) For each subsequent year of service . .	100	50
Up to a maximum of	2,500	Twice the maximum Furlough allowance admissible to the officer concerned.(1)

Example (1) —If an officer's furlough allowance is subject to a minimum of £250 per quarter, and the official rate of exchange for the year is 1 shilling 4 pence per rupee, the maximum on which a contribution is required would be R2,500 per mensem If the furlough allowance is subject to a maximum of £120 per quarter, the maximum on which a contribution is required would be R1,200 per mensem

No. 85.

Page 224. Article 808(b).

Insert the word "substantive" before the word "promoti[on]" in the second line of clause (1) of this Article.

1

NOTE [illegible]
s progressive, his assumed pay will be the pay he last drew in Government [illegible]
romoted to a higher grade while in foreign service, his assumed pay will be the minimum pay
of the grade to which he is promoted]

[illegible] from the operation of the rules in this Chapter, a contribution is levied as follows :—

(i) In the case of officers of the special services mentioned in Rule 806 (iii), on account of leave allowances (excepting privilege leave) and *pension*—one-fourth of the assumed pay. Provided that in the case of an office[r] [illegible] [max]imum of R5,000 a year, [illegible] on a higher salary than [illegible] [o]fficers subject to European Service leave rules, and (*b*) of R1,000 a month in the case of officers subject to Indian Service leave rules.

NOTE 1 —[In the case of officers subject to European Service leave rules, a higher limit has been fixed because of the higher maximum furlough allowance drawn by them]

NOTE. 2 —[The pensions of officers who, though not yet eligible, may in the future become eligible for the special additional pensions admissible under Article 714 are not considered to be subject to the maximum of R5,000 a year]

(ii) In the case of others, on account of *pension* only—one-eighth of the assumed pay : Provided that, in the case of an officer whose

Article 809.

No. 229.

Page 224. Article 809 (a) (i).

Substitute the following for the proviso in this Article :—

" Provided that in the case of an officer whose pension is subject to the maximum of R5,000 a year, the contribution shall not be calculated on a higher salary than—

(a) R1,500 a month in the case of officers subject to the European Services leave rules, and

(b) R1,250 a month in the case of officers subject to the Indian Services leave rules."

Insert the following as Note 1 numbering the present Notes 2 and 3 :—

NOTE 1.—[In the case of an officer transferred to foreign service before 1st September 1896 the contribution is not calculated on a higher salary than R1 250 a month if the officer is subject to the European Services leave rules, and R1 000 a month if the officer is subject to the Indian Services leave rules]

Insert the following note under this Article :—

NOTE —[As an exception to clause (c) of this Article an officer paid from and rendering pensionable service under a Patwari Fund transferred to foreign service, is permitted to make contributions to General Revenues, and to count his foreign service for pension as if paid from General Revenues]

to Foreign service before that date, subject to the following conditions —

(1) That in cases of officers of the Public Works Department transferred to the service of a Railway Company on terms agreed [illegible] their appointments [illegible] their appointments [illegible] hey enter on fresh engagements even without returning to the service of Government, they become subject to the new rates of contribution. It will rest with the Government of India in the Public Works Department to decide whether the appointments have been changed or not,

(2) That in the cases of all officers transferred to Foreign service, the former rates of contribution will operate only until the new rates are applied, in each case, under the orders of the Local Government by whom the officer was transferred In all cases in which the new rates have not been so applied, and in which the officers' salary may not, under existing rules, be increased without the sanction of the British Government, such sanction will, in future, be subject to the condition that the increase shall not be liable to contribution, and shall not be reckoned for any purpose of leave allowance or *pension*

(b) Previous to the issue of the Resolution of 7th January 1889 above referred to, the rates of contribution were determined by the following Rules —

From every officer transferred to Foreign service who does not wholly resign the service of [illegible]

That is to say, the officer receives from his Foreign employers salary fixed in accordance with the rules of the public service for the appointment which he holds or in which he officiates, and retaining five sixths or six sevenths accordingly as he is an Officer of Class (A) or (B) pays one-sixth or one seventh, as the case may be, to the Government of India

may be) pay which he retains and not upon the full amount which he receives *

Service in Egypt

811 Officers transferred for service under the Egyptian Government shall contribute for pension only Such contributions shall, in the case of all officers transferred on or after the 1st of April 1890 be regulated by the provisions of Articles 808 and 809 The rate leviable in the case of officers of the special services mentioned in Rule 806 (iii) will be one sixth of their assumed

pension only, of the both leave and pen towards Indian fur lough To officers transferred before 1st April 1890, Article 811 as published in the 1st Edition of the Civil Service Regulations will continue to apply.

Foreign Service during Leave

812 (*a*) When the services of an officer are lent for employment out of India either to Her Majesty's Government in England, or to any Colonial or Foreign Government, the officer shall make a contribution to the Indian Exchequer in accordance with the rules in this Chapter

(*b*) But if an officer while absent on furlough is permitted to take employment of the above kind, or if an officer is allowed to take furlough for the purpose of taking such employment, he may draw his furlough allowance from Indian revenues in addition to any allowance which may be assigned to him for the employment, in this case the contribution is not required for the period of the officer's employment as above, but will be payable from the date of the expiry of the furlough should the officer continue in it Service under Her Majesty's Government in England or under any Colonial or Foreign Government outside of India will in this case be held to begin from the date of the expiry of the furlough

NOTE —[The sanction of the Government of India is required to the transfer of an officer to any service of the description mentioned in this Article]

813 No officer employed as above on any duty unconnected with India shall, except as provided in Articles 812 and 814, receive any allowances from Indian revenues while so employed

814 If an officer is at the time of his transfer entitled to privilege leave and obtains it with the avowed intention of taking employment under the Egyptian Government, he may draw his privilege leave allowances from Indian revenues in addition to any allowances which may be assigned to him by the Egyptian Government without being required during the period of

Egypt.
on his
ve if,

leave will be considered as cancelled, and the of
held to have begun on the date from which he availed himself of his privilege leave

Temporary Transfers.

815. (a) *No contribution is levied from an officer who is transferred to* Foreign service for a special temporary duty not lasting more than six months Provided that exemption can only be claimed under this Article if it is specially provided for from the beginning as part of the terms of the arrangement under which the officer's services are transferred.

(b) In determining whether contributions are payable or not, the point to be considered *is the duration of the appointment or duty to which the officer* is transferred, and not the duration of the particular officer's employment in the appointment or on the special duty.

(c) In these cases the stipulation of Article 806 (m) as to ten years' qualifying service need not be applied, and the officer cannot, for the purposes of leave allowance and pension, count for the time passed in such service higher *salary* than he had when he was transferred to it

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low

816. The Local Government may remit the contribution for any period during which an officer on Foreign service is temporarily employed under the British Government on duties additional to, or distinct from, his duties on Foreign service.

Exemptions from Contribution.

817. The following officers are exempted from contribution under the above rules, and the leave allowances and pensions are calculated according to the rules applied to Government service —

(a) Officers transferred before 14th October 1871 by competent authority to service under

is payable, according to the *Rule of Proportions*, by the British Government and from the said fund.

(*d*) Officers transferred before 14th October 1871 under the authority of the Government ... in such case the charge for the pension will ... *roportions*
... to Municipalities for duty, which,

... f Calcutta, the Municipal Commis ... for the City of Bombay, the President of the Municipal Commission for the Town of ... of the Rangoon Municipality The exempti n of these officers from the ... a substantial contribution by the Government to the muni ... that the Local Government, and not the ... State pays a

No. 231.

Page 228, Article 817. Clause (K).

Insert the words "Inspectors of Vaccination" at the beginning of this clause.

clerks in ...

(*m*) Assistant Opium Agents in Native States, and their establishments, who are paid by the Native States

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Section II.—Conditions of Foreign Service of the second kind.

General Rules.

818. Foreign service of the second kind *counts* for *pension* from the *General Revenues* only in the case of Officers transferred by competent authority from qualifying service, and to enable Government to appoint to such service officers who are already in service qualifying for *pension* from *General Revenues*, the following rules are prescribed.

819. Appointments to this class of Foreign service will require the sanction of the Local Government which controls the expenditure, and the transfer of officers from qualifying service should be regulated by Article 806. If the service is paid from the revenues of a Native State, the consent of the Government of India in the Foreign Department will be required (*see Article 807*) to any salary above R250 a month, but ...
character has been sanctioned under pro ...
of the Government of India is not require ...
from time to time be appointed to it.

Articles 818—819.

820. The service must be strictly connected with the management or

officer, he cannot continue under the rules laid down in this Section, but should be considered to be transferred to "Foreign service of the first kind."

Acting Appointments.

821. The *salary* of an officer appointed to act for an officer on Foreign service of the second kind shall be calculated according to the rules laid down in Part II.

Example—A B, a Member of the Indian Civil Service, receiving a pay of R500 from the British Government, officiates in an appointment in Foreign service, the *pay* of which is R1,000 A. B's *salary* is—

		R
Pay	. . . .	500
Acting allowance (⅓ 1,000—500)	. . . . . .	333⅓
	SALARY .	833⅓

The charge to the Foreign service would be R833⅓ + ¼ of R833⅓, or R1 041⅔

The above illustration is equally applicable to the case of a Military Officer, a Civil Engineer, or any other officer subject to the European Service Leave Rules

Recovery of cost.

822. Whenever an officer is transferred by competent authority from qualifying service to Foreign service of the second kind, arrangements should be made not only to pay such officer the sanctioned *salary* of the office, but also to recover from the funds of the Foreign service, or Trust, a contribution sufficient to cover the cost of his pension and leave allowances

Contribution required.

823. For every officer transferred in the manner specified in Article 819, who is not, for recorded special and public reasons exempted wholly or ...

No. 109.

m the seco

Strike out the .
line of this Article. (109)

Page 230. Article 823 (b).

Substitute the following for the proviso in this Article :—

"Provided that in the case of an officer whose pension is subject to the maximum of R5,000 a year, the contribution shall not be calculated on a higher salary than—

(a) R1,600 a month in the case of officers subject to the European Services leave rules, and

(b) R1,250 a month in the case of officers subject to the Indian Services leave rules"

Insert the following as Note 1 numbering the present Notes 2 and 3 —

NOTE 1 —[In the case of an officer transferred to foreign service before 1st September 1896, the contribution is not calculated on a higher salary than R1 250 a month if the officer is subject to the European Services leave rules, or R1,000 a month if the officer is subject to the Indian Services leave rules]

vice Leave Rules, and

(b) R1,000 a month in the case of officers subject to Indian Service Leave Rules

Nothing in this rule shall be deemed to entitle an officer to include "acting allowances" in "emoluments" for the purpose of the calculation of *pension*.

NOTE (1) —[For a Member of the Indian Civil Service a sanctioned *salary* of R1,000 in Foreign service is the equivalent of a sanctioned *salary* of R1 041⅔ in Government service, as the latter is subject to 4 per cent deduction while the former is not The Civil Fund deductions will be calculated at a percentage on the R1,000]

NOTE (2) —[The provisions of Article 810 (a) apply to Foreign service of the second kind]

(c) From inferior servants the contribution required is one anna in the rupee for *pension* only the Government of India pays no leave allowances to such servants.

824. In the case of officers transferred between 23rd April 1863 and 14th October 1871 by the authority of Government, or their official superiors, from qualifying service under Government, to service of the following description.—

Service under the Court of Wards

Service in Jágír States in Bombay.

Service under the Talukdari Settlement Officer in Bombay.

Only six per cent of the salary was required to be contributed to the Government of India, either by the officer himself, or from the funds whence the salary was paid This rate had effect from the 9th November 1870 in the case of service under the Court of Wards, and from the 6th July 1871 in the case of service in Jagir States or under the Talukdari Settlement Officer.

NOTE —[In the Madras Presidency an officer transferred between 21st August 1863 and 14th October 1871 from qualifying service to service under the Court of Wards, counts service under the Court of Wards rendered before that date as if it were under Government.]

825. No contribution was required from Political Officers employed in the Savant-Wadi and Kolhapur States on the 18th August 1875, and the same rule applies to those who may be thereafter appointed to offices held by British Officers in those States on the 18th August 1875.

Section III.—Rules for payment of Contributions.

Responsibility.

826. If the salary of an officer is paid under the orders of the *Accountant General* at a British Government Treasury, the required contribution is deducted at the time of payment. In all other cases the officer himself must pay the amount directly to the British Government in the manner prescribed in the following rules the Government will not ordinarily enter into any direct arrangements with the Foreign employers of its officers or make any direct demands upon them.

NOTE.—[The contributions in the case of officers lent to the Mysore State are paid by that State through the Comptroller, Mysore, and not by the officers themselves, under the Foreign Department letter No 1714 I, dated 13th May 1884.]

Procedure on order of Transfer.

827. An officer transferred to Foreign service of the first or second kind and permitted by competent authority to retain claim to pension or absentee allowance must, immediately on receiving the order of transfer, furnish a copy thereof to the *Accountant General* of the province within which he is serving, and must apply for orders, to whom he is to account for the contribution required.

828. (*a*) If the salary of the transferred officer in his new appointment is to be paid from a Government Treasury upon a bill subject to the audit of the *Accountant General*—it will be the said *Accountant General*.

(*b*) Otherwise—it will be the *Accountant General* of the province within which the Municipality, Port Trust, Local Fund or other body concerned, is situated, or, if the case is one of service under a Native State, the *Accountant General* of the Government under whose administration the Native State is.

(*c*) If the Foreign service is outside India—it will be the Comptroller, India Treasuries (1).

NOTE (1).—[The contributions for pension from Military Officers lent from India for service under the Egyptian Government will be realised by the Comptroller, India Treasuries, in the manner laid down in the *Civil Service Regulations*.]

Report of Dates.

829. The officer transferred must, immediately on his being relieved of his duty under the British Government, report to the *Accountant General*, mentioned in Article 828, the date and time on which he made over charge, and furnish particulars regarding his salary in Foreign service, and his postal address. he should also report the date on which he takes charge of his appointment in Foreign service. Any change in these particulars, and any [illegible] be reported to the *Accountant General*; and he [illegible] which may at any time be required from him by the *Accountant General*

830. (*a*) The salary of an officer on Foreign service must be borne by the Foreign body to whose service he is transferred, and his contribution to Government must commence from the date on which he is relieved from his duty under the British Government.

(*b*) The salary to be paid by the Foreign body and the contribution to Government will close from the date on which he is relieved from his duty under the Foreign body.

NOTE.—[But when an officer on leaving Foreign service proceeds on privilege leave, and the Foreign body is liable to pay a share of his allowances according to the *Rule of Proportions* (*see Article 835* (*a*)) the contribution payable to Government must continue to be paid.]

(*c*) The amount of net salary to be paid to the officer during joining time will be regulated by the rules in Chapter IX

Remittance required.

831. The officer must, not later than fifteen days after the end of the quarter for which salary in Foreign service is earned, remit direct to the *Accountant General* mentioned in Article 828, the amount payable by him on account of contribution under these Regulations in respect of his salary for the said quarter: the remittance to be advised in such form as the said *Accountant General* may require.

832. If the officer fails to make the remittance within the said period of fifteen days, or if the amount remitted is less than that properly payable, interest at the rate of 4 pies a day per 100 rupees (about 8 per cent.) will be levied upon the amount due from the date of expiry of the said fifteen days until the date of receipt of the remittance by the *Accountant General*. If any amount due, including interest, is not paid up within twelve months of its accrual, the *Accountant General* should submit a report to the Government of India in the Finance Department, in order that it may be decided whether the officer's claims upon the British Government shall not be deemed to have lapsed.

Articles 829—832.

833. In the case of members of clerical establishments, transferred to Foreign service of the second kind, the contributions should be levied in accordance with the rules laid down in Section I of this Chapter, but the responsibility for paying the contributions to the *General Revenues* rests with the officer entrusted by Government with the control of the funds or administration of the Trust, who should see that the rules are complied with in other respects

834. No officer has any right of property in contributions made under Article 809 or 823 or any claim upon Government in respect to such contributions, except to receive such *pension* or absentee allowance as may become admissible to him in accordance with the rules of the service to which he belongs

Section IV—General Conditions of Service.

	Article		Article
As to Leave and Pension	835	Uncovenanted Service Funds	841
Pensions from Native States	840	Lien on Government Appointment	842
Applications for Leave	845		

As to Leave and Pension.

835. (*a*) In return for the contributions prescribed in Article 809 (*a*) (i) (Foreign Service of the first kind), the Government accepts the charge for the officer's pension, and also that for his absentee allowances (except on privilege leave when the Government will pay only its share, according to the *Rule of Proportions*, calculated on the assumed pay referred to in Article 808(*a*), and during which contribution calculated on the share of the leave allowances payable by the foreign body must be paid in the same manner as if the officer were on duty), in the same manner and to the same extent as if he were in the regular service of the British Government, saving only that the calculation of pension or absentee allowance is based upon the pay *upon which he contributes* (*see* Article 808) and not upon the amount which he receives from his Foreign employer.

Note [illegible]

(*b*) In return for the contribution prescribed in Article 809 (*a*) (ii), the Government accepts the charge for the officer's *pension* only, but not for his absentee allowances, of which the British Government will thenceforth only pay its share according to the *Rule of Proportions*, calculated on the assumed pay referred to in Article 808(*b*)

836. In return for the contribution prescribed in clauses (a) and (b) of Article 823 (Foreign Service of the second kind), the Government accepts the charge for the officer's *pension* and absentee allowances (except during privilege leave when the Government will pay only its share according to the *Rule of*

Proportions and during which the contribution must be paid in the same manner as if the officer were on duty) in the same way as if he were in its own service.

837. An officer who contributes for *pension* only must, during privilege leave, pay his contribution in the same manner as if he were on duty, and if, after return to his
which is earned by
the Government sha
tions, and must pa
Article 809 (*a*) (ii)
his Foreign service.

838. The *pension* and leave of an officer on Foreign service, whether acting or permanent, are regulated by the rules which apply to officers of the Government of India And an officer may not get leave unless he actually quits duty and proceeds on leave.

NOTE.—[The Government of India cannot recognise any leave granted, otherwise than in

previous service under Government, and to cease to have any claim on Government in respect of either pensionary or leave allowances (*See also Article 829*)]

839. Subject to the regular rules, any saving arising from the absence of a permanent officer accrues to his employer, except when an officer is exempted from the payment of the contribution prescribed in Article 809 [*see Article 817, Exception (f)*], when the saving should be paid to the British Government.

Pensions from Native States.

840. Except with the sanction of the Government of India, no officer belonging to the service of, or in receipt of a pension from, the British Government, who is employed under a Native State, may accept a pension or gratuity from such State

Uncovenanted Service Funds.

841. (*a*) In addition to his contribution under Article 809 or 823, a subscriber to the Bengal or Bombay Uncovenanted Service Family Pension Fund must pay ... n which he pays to the F ... Public Treasury for the ... the subscriber.

(*b*) This premium when due from subscribers to the Bengal Fund is collected by the Directors of the Fund and adjusted in communication with the Comptroller, India Treasuries

(*c*) The arrangements for the Bombay Fund are somewhat different; if the subscription is paid at a Government Treasury, the premium is collected at the same time without the intervention of the Directors of the Fund, but in cases in which subscription is paid to the Directors direct, they collect the

premium also and adjust it in communication with the Accountant General, Bombay

Exception (1)—An officer who, being at the time of transfer a subscriber to either of the above mentioned funds was transferred to Foreign service before the 24th December 1879 and has not returned to Government service since then is not required to pay any additional premium

furlough retain of any Govern quired, while on

NOTE—[Subscribers to the Uncovenanted Service Family Pens on Funds paid from the Berar Revenues are liable to pay the additional premium prescribed in this Article on that part of their salary which is charged to Berar, the charge on this account being borne by the Berar Revenues]

Lien on Government Appointment

842 Whenever an officer is, under the rules in this Chapter, transferred from qualifying service to *Foreign service*, it must be arranged that he does not forfeit a lien upon or a right to return to a substantive office under the British Government His *locum tenens* can hold the appointment only in subordination to such lien by the *absentee*, but, subject to this condition, the status of the *locum tenens* is that of a substantive officer

843 An officer so transferred when he returns to British service is entitled to resume the same position as that in which he left it, if he holds a progres- rvice does not count towards increments, and rvice under the British Government without British office, the *locum tenens* of this office acting allowances (*See also Rule 1 under Article 79*)

844 No officer, while acting in any appointment under the British Government, or the pay of which is regulated by the British Government, is entitled to allowances on account of any Foreign office But there is no objection to his being permitted to retain a lien upon such an office, or to the actual incumbent being appointed thereto, during his absence substantively for a time only

NOTE—[This rule refers to an officer of the British Government lent to Foreign service, who subsequently returns to service under the British Government and is not affected by the last sentence of Article 79 (Chapter III) which refers only to a servant of a Foreign State, &c, whose services are temporarily borrowed by the British Government]

Applications for Leave

845. Privilege leave may be granted by the Foreign employer after receiving a report from the *Account Officer* concerned that it is admissible under rule

846. Applications for any other description of leave should be made, through the Foreign employer, to the *Local Government* under which the officer was serving before transfer to Foreign service

847. Article 846 does not apply and no report need be called for from the *Accountant General* under Article 845 in cases in which the applicant contributes for pension only [*See Article 809 (a) (ii)*], and no claim arises against the British Government for a share of the absentee allowance

848 An officer must furnish all information which may be required from him by the *Accountant General* as directed in Article 829, exact compliance with this rule is absolutely essential when leave is granted under the preceding Article

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Section V—Special Cases.

Aided School Teachers

849 The Government of the Punjab in August 1882 referred for the orders of the Government of India certain questions connected with the loan to aided schools of the services of schoolmasters belonging to the Educational Department, and the Government of Bombay in November of the same year submitted for orders an application from managers of certain schools at Ahmedabad, praying for permission to pay the prescribed contribution in order to secure pensions from Government for the teachers employed in their schools ... in Calcutta, the Gov ... sions on the question ... schools —

(1) that it is unnecessary for the State to concern itself with arrangements for pensions to teachers in aided schools

(2) that teachers then employed in Government schools which might hereafter be transferred to local bodies should be held to be still rendering service qualifying for pension,

(3) that in the case of teachers hereafter employed in institutions under local bodies, it will be optional for such bodies, with the previous sanction of the Provincial Government, to secure pensions for the teachers by contributing a lump sum annually on this account, unless the Provincial Government should prefer to make a part of its contribution to the school in the form of free pensions, and

(4) that, save in very exceptional cases, Government should not undertake to lend teachers to aided schools

NOTE —[The concession granted by clause (2) of the above Article applies to all the members of the pensionable establishment of a Government school who were on the establishment of the school at the time of its transfer]

849A An officer of the Education Department, who is transferred by the Local Government in the public interests to a non departmental College or ... nt is represented ... approved by the ... intments is sanctioned by the Local Government, may pay contribution to secure pension and leave allowances (except during privilege leave) in accordance with these Regulations, from the General Revenues

Articles 849—849A.

850 and 851. [These Articles have been cancelled.]

Rajkumar College, Kathiáwar.

852. *The officers at present, and those who may hereafter be, employed in the Rajkumar College, Kathiawar, are allowed to contribute under these Regulations* Officers who avail themselves of this concession count service under these Regulations from the date on which they begin to pay the prescribed contribution The pension and leave allowance due to officers in respect of *their service in the College, before the date on which they begin to contribute,* will be charged to the source from which they received their pay, any adjustment necessary on account of service rendered before the date of contribution being made according to the *Rule of Proportions.*

Chapter XXXVII.—Foreign Service of the third kind.

General Rule.

853. In the case of Foreign service of the third kind the relations between Government and the officers employed in respect to their pensions and leave allowances are the same as if they were in ordinary Government service

Contributions required.

854. The cost of the service sho [illegible]
whose account the service is rendered [illegible]
vary with the actual expenditure of [illegible]

(1) [illegible]

(2) [illegible] to provide for pen- [illegible] being calculated on the sanctioned rates of pay of the members of the establishment.

The amount to be recovered will not be altered, because of the *grant of privilege* leave to any member of the establishment, unless additional expense is caused by the appointme [illegible] caused, the amount of it [illegible] above, but without any [illegible]

If in any period the expenditure incurred, or to be incurred, should be considerably less than the sanctioned cost, the Local Government may reduce the amount of the recovery, the reduction being roughly proportionate to the difference.

The omission of item (2) from the amount of the recovery will require the same special sanction as is required for the remission of contributions under Article 823.

pay
of
whi
already paid 6 per cent]

855 These contributions should be recovered by the direct action of the department concerned, the officers themselves not being responsible for it

Rule of Account.

856. Ordinary establishments pertaining to this kind of Foreign service should be charged direct to the *General Revenues* as a separate section or branch of the establishment to which it is attached, and the recovery should be treated as a departmental receipt if it cannot conveniently be taken by deduction

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Chapter XXXVIII.—Service under Local Funds.

Section I —Pensions.

General Rule

857 Apart from any special provisions made under the following rules, service paid for from a *Local Fund* does not qualify for pension —

Pensions charged to Local Funds

858 In the case of *Incorporated Local Funds*, the Local Government ma Trustees, Cor itself do so]

859 The same procedure should be observed in the calculation, grant, and payment of pensions for service treated as qualifying under the preceding Article, as is prescribed for pensions payable from General Revenues (but the pensions must be paid from and charged against the Local Fund)

860. When part of the pensionable service of an officer qualifies for pension from the *General Revenues* and part under the above Articles from *Incorporated Local Funds* ...

...vided that if, under this rule, less than one fourth of the pension would be payable from either source, no distribution shall be made, in such case the other source shall bear the whole charge.

Page 239. Article 862.

Substitute the following for this Article :—

Service in the following Establishments paid from Excluded Local Funds is treated as qualifying, provided that pension for service under the Fund is paid from the Fund, the *Rule of Proportions* being applied in the case of service paid partly from the Fund and partly from other sources :—

(i) Establishments paid from Port Funds managed by the Government

NOTE.—The rule regarding officers of the Indian Marine lent to Port Trusts is given in Article 817 (l)

(ii) The establishment of the Fire Brigade, Calcutta.

(iii) Establishments in the Cotton Frauds Department, Bombay, eligible for pension from the Cotton Improvement Fund.

... *General* under the rules from time to time prescribed for the audit of Government establishment charges, and that the contribution is added to the establishment bill and paid from the Local Fund by transfer credit to the *General Revenues* at the time the establishment bill is cashed

2 (a) ...

(ii) ...

a title to pension from General Revenues under the rules in force before 7th January 1889 (see note below) continue to be in pensionable service when they are transferred together with the schools in which they are employed, from Local to Municipal service and *vice versâ*

[illegible]

(c) In case (i) any pension granted is charged to the Local Fund Pension Fund and to the *General Revenues* according to the *Rule of Proportions*

NOTE – [Under the rules in force prior to the issue of Finance Department Resolution No 109 dated 7th January 1889 an officer paid from a Local Fund was allowed on first appointment [illegible]

prescribed in Article 810 (a) These regulations will then apply to such officers so long as they *continue to subscribe for pension as if they were paid from the General Revenues*]

864. An officer who is in qualifying service under Government may be transferred by the Local Government to service under a Local Fund under the same limitations and conditions as are applicable to transfers to Foreign service If the establishments are fixed and controlled by Government in the same way as Government establishments, the limitations and conditions are those applicable to Foreign service of the second kind, otherwise they are those of Foreign service of the first kind.

865 If an officer, whose service is reckoned as pensionable under the provisions of Article 863, is transferred to the similarly pensionable establishment of another Local Fund, the transfer will not interrupt the continuity of service for pension Transfers may also be made between such service under Local Funds and service in Government establishments.

866 Article 842 does not apply to an officer transferred to service under a Local Fund under the conditions and limitations of Foreign service of the second kind otherwise than as a merely temporary arrangement, but it does refer to transfers to service under a *Local Fund* under the conditions and limitations of Foreign service of the first kind

Post Office Annuities.

867 With the permission of the Government, the Trustees, Committee, or Managers of any *Local Fund* may purchase from the Post Office (Life Assurance Branch) a pension or annuity for any of their servants for whom such pension or annuity is not otherwise admissible Provided that such pension shall not exceed the amount which the servant might have obtained if his service had been paid from the *General Revenues*

Local Fund Pension Funds.

868 The Government does not guarantee the solvency of funds (such as the Educational and Public Works Local Fund Pension Funds, Bombay)

formed by the subscriptions of Local Fund Officers, and established to provide pensions for the subscribers thereto.

NOTE.—[The funds above named were closed to new entrants from 26th June 1882 by the Government of Bombay, and a general permission was given to the employes of the Local Funds in question to contribute for pension from the *General Revenues* under the rule referred to in the note to Article 863 of this *Chapter*.]

Exceptional cases.

Page 241. Article 869.

Add the following words at the end of clause (a) of this Article:—

The pensions are payable from General Revenues only in *respect of* service up to the date on which the officers were given the option of returning to the regular service

under the authority of the Local Government, on Local Fund works. From the 10th January 1872 this permission was restricted to Engineer Officers

(*e*) Muharrirs attached to the court of any Honorary Magistrate in the Central Provinces, and paid from Municipal Funds.

(*f*) Officers in the North-Western Provinces and Oudh, transferred in connection with the introduction of the Local Self-government scheme before the 1st April 1885 to service under the Local Committees constituted under Acts III and IV of 1878.

(*g*) Officers in Assam transferred after the issue of the Chief Commissioner's Resolution No 1912 of 16th May 1882, and before the 12th May 1884, to service under the Local or District Committees constituted by the Assam Local Rates Regulation (1879).

(*h*) Officers in the Punjab transferred before the 1st July 1886 to service under District Boards constituted under Act XX of 1883

(*i*) Service paid from the "Window Delivery Ticket Fund" (abolished from 1st September 1863).

(*j*) Service paid from the "Quetta Revenue Fund" before the 1st April 1883, from which date the charges previously paid from the Fund became charges on the *General Revenues*.

Section II.—Leave Rules.

General Rules.

870. Service under an *Incorporated Local Fund* may qualify for leave

under Part III of these Regulations; but the allowances given during such leave must be disbursed from the *Local Fund* and *General Revenues* according to the *Rule of Proportions*: Provided that if less than one-fourth of the said allowances would be payable from either source, the whole of the allowances shall be charged to the other source.

871. No leave or allowances during leave to an officer paid from a *Local Fund*, or from any other sources under the control of a Government officer, shall, without the express sanction of the Government of India, exceed what would be admissible under the rules which apply to an officer paid from *General Revenues*.

Applications for Leave.

872. Applications for leave are ordinarily made to the Managers of the *Local Fund* concerned; but when the officer contributes for *pension* and leave or *pension* only, under Chapter XXXVI, Articles 845 to 848 of that Chapter should be complied with.

Section III.—Travelling Allowances.

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873 The travelling allowance rules in Part XI do not apply to officers paid from a *Local Fund* or from any sources other than *General Revenues* under the control of any Government officer; but the travelling allowance paid to such officers shall not, without the express sanction of the Local Government, exceed what would be admissible to similar officers under these Regulations.

PART VIII.—RECORD OF SERVICE

GENERAL ARRANGEMENT

PART VIII.—RECORD OF SERVICE.

Chapter XXXIX.—Record of Service.

Section I.—Gazetted Officers.

General Rules.

874. A record of the service of Gazetted Officers is maintained by the *Audit Officer* under arrangements which differ in different departments The general arrangement to be observed is that the service registers should be kept by the *Audit Officer* who audits the salaries, and that when an officer passes from one audit circle to another, a record of his past service should be passed on from the *Audit Officer* whose circle he leaves to the *Audit Officer* to whose circle of audit he is transferred[1]

1 When a Gazetted Officer is transferred to Foreign service under the rules in Part VII a copy [illegible] *Accou*[illegible] (rai[illegible] office [illegible] issue [illegible] officers being reported to the Examiners by the *Accountant General*

Rules regarding Chaplains.

875 (*a*) A record of each Chaplain's services shall be kept in the office of the Comptroller, India Treasuries, for Chaplains of the Bengal Ecclesiastical establishments, and in the office of the Accountants General of Bombay and Madras for those of Bombay and Madras establishments

(*b*) When a Chaplain of the Church of Scotland is attached specially to a regiment, and when he is relieved from that charge, the *Accountant General* concerned should be informed by the Military Department

Section II.—Non-Gazetted Officers.

Service Books and Service Rolls.

876. With the exceptions noted below, every Non-Gazetted Officer holding

Record of Service.

a substantive appointment on a permanent establishment is required to keep up a service book in which every step in his official life should be recorded, each entry being contemporaneously attested by the head of his office If the officer is himself the head of an office (e g, a Deputy Postmaster, or a Sub-Inspector of Police), the contemporaneous attestation should be made by his immediate superior The following are the exceptions referred to —

(1) Police officers whose pay does not exceed R20
(2) Officers of the Northern India Salt Revenue Department and of the Kohat Salt Mines Establishment whose pay does not exceed R10
(3) Officers of the Salt and Customs Department in the Bombay Presidency whose pay does not exceed R10
(4) Postmen village postmen, runners boatmen, and coolies in the Post Office Department.
(5) Menial and inferior servants belonging to local offices of the Telegraph Department for whom the Director General of Telegraphs may consider service books to be unnecessary
(6) Mandals employed in the Assam Valley Districts.

877. Except in the case of runners, boatmen, and coolies in the Post Office Department, in all cases where service books are not kept, service rolls, such as those prescribed for the Police in Article 886, should be maintained

878. (a) The opening page of the service book should contain the following entries —

(1) Name
(2) Race
(3) Residence
(4) Father's name and residence
(5) Date of birth by the Christian era as nearly as can be ascertained
(6) Exact height by measurement.
(7) Personal marks for identification
(8) Signature of (non gazetted) officer
(9) Signature and designation of the head of the office or other attesting officer

(b) The entries in this page should be renewed or re attested at least every five years, and the signatures in lines (8) and (9) should be dated

879 The remaining folios of the service book should be divided into twelve columns, *viz*,—

(1) Name of appointment.
(2) Whether substantive or acting and whether permanent or temporary
(3) If acting here state substantive appointment
(4) Pay
(5) Acting allowance
(6) Date of appointment.
(7) Signature of (non gazetted) officer
(8) Signature and designation of the head of the office or other attesting officer
(9) Date of termination of appointment.
(10) Reason of termination (such as promotion, transfer dismissal, &c)
(10A) Leave taken—nature and duration of
(11) Signature of head of the office or other attesting officer
(12) Reference to any recorded punishment or censure or reward or praise of the officer

880 No uniform rule can be laid down regarding the language in which service books should be written. But in an office the head of which is acq[illegible]'d, as far as is convenient, be *em*[illegible]*ook, without exception, should* be [illegible]

Articles 877—880

Record of Service.

881. A service book is supplied, at his own cost, to every officer on his *first appointment*. It is to be kept in the custody of the head of the office in which he is serving, and transferred with him from office to office. It may be given up to the officer if he resigns or is discharged without fault, an entry being first made therein to this effect.

Responsibility for entries.

882. It is the duty of every officer to see that his own service book is properly kept up, and that all erasures in it are properly attested If the book is not carefully kept up, difficulties may arise as to verification of service, when the officer applies for *pension*

883. (*a*) Personal certificates of character should not, unless the *Local Government* so directs, be entered in column (12).

(*b*) When, how [illegible]
ment, the cause of [illegible]
for inefficiency," [illegible]

Record of Leave.

884. Leave of every description, every period of suspension from employment, and every other interruption in service should be noted, with full details of its duration, by an entry written across the page, and attested by the head of the office or other attesting officer.

1 The head of the office should take efficient measures to see that these entries are made with regularity. The duty should not be left to the non gazetted officer who enjoys the leave

Foreign Service

885 (*a*) If the officer is transferred to Foreign ser[illegible]
Part VII, [illegible]
the *Account*[illegible]
noting ther[illegible]
transfer to Foreign service, the effect of the transfer in regard to leave admissible during his Foreign service, and any other particulars which the *Accountant General* may consider to be necessary in connection with the transfer.

(*b*) If the officer is re-transferred to the British service, his service book should again be sent to the *Accountant General*, who will then note therein, under his signature, all necessary particulars connected with the officer's Foreign service.

1 No entries made in the service book of an officer on Foreign service of the first kind can be attested by any officer except the *Accountant General*

2 Rule I does not apply in the case of Public Works Subordinates (*vide rule 2 under Article 874*).

(*c*) In cases in which the salaries are audited by an *Accountant General*, this Article does not apply to Foreign service of the second and third kind.

Section III.—Non-Gazetted Police Service.

Service Rolls

886. In the case of Police Officers who are exempted, under Article 876, from keeping service books, there shall be kept up for each district by the District Superintendent of Police a Service Roll in English, in which shall be recorded the date of the enrolment of each man in the Constabulary, his caste, tribe, village, age, height, and marks of identification when enrolled, his rank, promotion, reduction or other punishment, his absences from duty, on leave or without leave, the interruptions in his service, and every other incident in his service which may involve forfeiture of portions of his service, or affect the amount of his pension

887. The Roll shall be checked by the Vernacular Roll and Order Book and the Punishment Register and every entry in it shall be signed by the District Superintendent of Police.

888. From this Roll the necessary Statement of service of every applicant for pension shall be prepared, additional proofs being collected, as prescribed in Article 959, in respect of any service rendered before enrolment in the Constabulary which the applicant may be entitled to count.

Part IX.—PROCEDURE RELATING TO LEAVE.

GENERAL ARRANGEMENT.

PART IX.—PROCEDURE RELATING TO LEAVE.

Chapter XL.—Applications for and grant of Leave.

Section I.—Applications.

To whom submitted.

889. Except as provided in Articles 908 to 916 of this Chapter, every application for leave should be submitted to the *Local Government*, or other authority whose duty it would be to fill up the appointment of the applicant if it was vacant.

1 When a Gazetted Officer applies for leave, he should quote the Article or Section of these Regulations under which he considers himself entitled to the leave

Privilege Leave.

890. An [illegible] re than six weeks before [illegible] e officer is employed at [illegible] not apply to officers serving at Port Blair or the Nicobars

891 An officer applying for privilege leave must record a declaration that he has no intention of retiring or of taking Furlough, Special leave, [illegible] Certificate, for [illegible] y debarred by [illegible] ake such leave within the three months, he should, if he does so, explain his change of mind.

[illegible] granting the leave to grant or refuse it, as may seem proper in each case.

892. In applying the preceding Article to officers of the State Railway Revenue Establishments referred to in Article 730, clause (*a*), the words "otherwise than as provided by Article 730 (*a*)" should be added after "Certificate"

PART IX.—PROCEDURE RELATING TO LEAVE.

Chapter XL.—Applications for and grant of Leave.

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891 An officer applying for privilege leave must record a declaration that he has no intention of retiring or of taking Furlough, Special leave, *Subsidiary leave, Leave on Private Affairs, or Leave on Medical Certificate,* for three months after his return to duty Though not absolutely debarred by this declaration from applying for permission to retire or to take such leave within the three months, he should, if he does so, explain his change of mind

[illegible]
granting the leave to grant or refuse it as may seem proper in each case

892 In applying the preceding Article to officers of the State Railway Revenue Establishments referred to in Article 730, clause (*a*), the words "otherwise than as provided by Article 730 (*a*)" should be added after "Certificate"

Medical Certificates—Gazetted officers.

893 An application from an Officer in India for leave, or extension, or commutation of leave, on medical certificate, must be accompanied by a certificate in the following form, or as nearly in this form as the circumstances allow —

894. (a) With the cognizance of the head of his office, or, if he is himself the head of his office, of the head of his department, the applicant must, except in the cases provided for in Articles 897 and 898, present himself with two copies of the statement of his case at the seat of the Government under which he is serving, or at such other place as may be appointed by that Government, where a Committee of Medical Officers can be assembled under the orders of the Surgeon-General or Deputy Surgeon-General of the Province, and when practicable, presided over by him. From this Committee the officer should obtain a certificate as follows —

> We do hereby certify that according to the best of our professional judgment after careful personal examination of the case we consider the health of C D to be such as to render leave of absence for a period of (x) months absolutely necessary for his recovery

(b) Where, as in Burma, there is a separate officer in medical charge of the Civil Administration, such officer, instead of the Deputy Surgeon General, should preside over the Committee

895 [illegible]

896. The time spent by an officer after leaving his station in obtaining a certificate under this Article reckons as subsidiary leave, unless he is expressly permitted by the *Local Government* to retain charge of his duties, and to resume them before proceeding on leave

[illegible] Commissioned [illegible] tation, to be [illegible] he seat of the [illegible] he *Local Government* [illegible] either Com- [illegible] them is the regular medical attendant of the applicant The certifying officers need not belong to the same Province as the applicant

NOTE —[The Government of Bengal may grant sick leave for a period not exceeding three months to an Officer on production of a medical certificate from the Civil Surgeon or Civil Medical Officer of the Station countersigned by the District Officer or by the Commissioner of the Division]

898. If an applicant for furlough in India is exempted by a *Local Government* from appearing at the seat of the Government, or at any other place,

he should produce a certificate signed by at least two Medical Officers, either Commissioned or in charge of Civil Stations, provided neither of them is his regular medical attendant

899 The certificate obtained should then be submitted to Government for orders The grant in Article 894 of the option of undergoing medical examination at the seat of the Government under which he is serving, or at any other place, does not confer on the applicant a right to proceed on leave without the sanction of the Government to which he is subordinate

900. If the officer is going on leave out of India, he should take with him one copy of the medical report upon his case

901 A duplicate of the medical report upon the case of an officer going to Europe on leave on medical certificate should be forwarded direct to the India Office, addressed to the Under-Secretary of State for India, by the Local Government under which the officer is employed, for the information of the Medical Board attached to the India Office, so as to arrive as soon as the officer reaches England No delay should be allowed to occur in the transmission of the duplicate report to the India Office

902 [illegible] n or commutation of leave on medical [illegible] than sixty miles from London, he must [illegible] Board attached to the India Office, showing the necessity for the extension or commutation If he be residing more than sixty miles from London, certificates in the form given in Article 893 must be produced from two medical practitioners, and he may be called upon to produce other evidence

Medical Certificates—Non-Gazetted Officers

903 Application for leave or extension or commutation of leave on medical certificate must, in the case of an Officer in superior service, be accompanied by a certificate from the applicant's medical attendant The certificate should distinctly state the nature of the illness, its symptoms, causes and duration, and the period of absence from duty considered to be absolutely necessary for the restoration of the applicant's health. It should be countersigned by a Presidency Surgeon, if the applicant is at a Presidency Town, and in all other cases, by the Officer in chief medical charge of the district where the applicant resides

904 The countersigning Officer may at his discretion require the applicant to appear before him, unless it appears from the certificate of his medical attendant that he is too ill to bear the journey, in which case such Officer may, after careful investigation of the case, either countersign the certificate or refuse to do so as he thinks fit No certificate should be submitted for coun- [illegible] head of the applicant's office, or, if [illegible] ace, without immediate report to the [illegible]

905 (a) If the leave be for more than six months, the papers must, in the case of an Officer in superior service, be submitted for countersignature by the Surgeon-General or Deputy Surgeon-General of the Province to which he belongs

(*b*) It is not necessary that the applicant for leave should appear in person before the Surgeon-General or Deputy Surgeon-General, unless that officer call upon him so to appear. The Surgeon-General or Deputy Surgeon-General should only call upon an applicant from a distant station to appear for very special reasons.

[illegible]

2 Where, as in Burma, there is a separate Officer in Medical charge of the Civil Administration, such officer shall take the place of the Deputy Surgeon General

(*c*) An officer employed in Burma is not required to appear in person before the Surgeon-General.

906. If the applicant be already on leave out of India, the certificate under Article 903 must state the period during which the Surgeon or Physician has attended the officer, and it must be countersigned, after personal examination, by the Medical Board of the India Office, or by the Principal Medical Authority of the colony or country where the absentee may be.

907. The forms of certificate prescribed in Articles 893 to 902 should be used as far as they are applicable.

Section II.—Grant of Leave.

General Rules.

908. Leave may be granted with retrospective effect from the date on which it is admissible.

909. Unless specially otherwise ordered, Leave must begin within thirty-five days of the date on which it is granted

Gazetted Officers

[illegible] *Audit Officer* upon the title [illegible] *Government* may grant any

(*b*) In the case of Gazetted Officers the *Local Government* may, with or without restrictions, empower any heads of departments or Commissioners of

Divisions or the Commissioner in Sindh, to grant privilege leave in cases where no substitute is required and no extra expense involved

[Note —The Commissioner in Sindh has power to grant privilege leave to officers in that province without any restriction]

I Leave may be granted to Tahsildars in the North Western Provinces and Oudh by Commissioners of the Divisions in which they are serving

(c) The head of a department or a Commissioner acting under clause (b) must first obtain a report from the *Audit Officer* that the leave is admissible. If he grants the leave, he must report it to the *Local Government* (which will, if necessary, gazette the leave), and if he refuses it, he must transmit the application to the *Local Government*.

911. A *Local Government* granting leave to a Member of the Indian Civil Service on the Bengal, Madras, or Bombay Establishment serving out of his own Presidency, should inform the Government of India, Madras, or Bombay, as the case may be.

912. Leave to an officer appointed by a High Court is granted by the Chief Justice, subject, in the case of gazetted officers, to the report of the *Accountant General*, that the officer is entitled to the leave

913. An *Accountant General* may deal with an application for privilege leave from
from a Chie
absence of
Grants of leave and the date of each officer's departure on, and return from, leave should be reported to the Government of India If leave be refused in any case, the reason for the refusal should be reported to the Government of India

914. An application for leave from any officer in the Financial Department, which requires the sanction of the Government of India, should be submitted to the Comptroller General, who will forward it to the Government of India with his opinion as to whether the leave should be granted, and suggest the departmental arrangements to be made if the leave is granted

Non-Gazetted Officers

915. (a) In the case of an officer who is not gazetted, leave may be granted by the authority whose duty it would be to fill up his appointment if vacant The *Local Government* may empower heads of departments, or Commissioners of Divisions or the Commissioner in Sindh, to grant privilege leave to officers under
(b) An *Audit Offi* title to leave of an applicant

916 The Inspector General of Ordnance may grant privilege leave under the ordinary rules to Mechanical Engineers and men of that class serving in the Ordnance Department, under covenants, although they may have been originally appointed by the Government of India

916A. Divisional Officers in the Forest Department may grant short leave on account of sickness to Non-Gazetted Officers employed under them, provided that the grant of such leave does not involve the transfer from another Division of a subordinate to officiate for the absentee

Section III.—Rules regarding Chaplains.

Church of England

917. Applications for leave from Chaplains on the Bengal Ecclesiastical Establishment, and from Chaplains on other establishments serving in the Bengal Presidency, are dealt with under the Rules in this Section, the priority of claim being determined in accordance with Chapter XIII, *Article 342.*

918. Subject to the exigencies of the Public Service, Local Governments in the Bengal Presidency are empowered, with the concurrence of the Bishop of the Diocese, to grant any Furlough or Special leave authorized by these Regulations to Chaplains serving within their respective jurisdictions

919. If a Chaplain applying for Furlough or Special leave belong to the Madras or Bombay Ecclesiastical Establishment, the Local Government under which he is serving will, if the Furlough or leave be granted, inform the Government of Madras or Bombay, as the case may be.

920 The Bishop of the Diocese is empowered to grant Privilege leave to Chaplains under Article 656, subject to the public exigencies, of which the Bishop shall be the judge. But the grant, cancelment, or extension of such leave should be reported to the Local Government concerned.

921 (*a*) *All applications for leave should be accompanied by a certificate* from the *Accountant General,* shewing that the applicant is entitled to the leave asked for, and should, as a general rule, be forwarded, in the first instance, through the proper channel, to the Bishop of the Diocese, who will transmit applications for furlough or special leave, with His Lordship's remarks, to the Local Government concerned, and will himself dispose of applications for Privilege leave

(*b*) *But in cases of urgency, leave on medical certificate may be granted* by the Local Government in anticipation of the concurrence of the Bishop, who should, however, be informed without delay.

922 Except under orders of the Secretary of State, the term of Furlough or Special leave cannot be altered without the permission of the Government by which it may have been granted

923 Every Chaplain who obtains leave shall supply himself with a last-pay certificate, and with a statement shewing the allowances which he is entitled to draw while absent It shall be the duty of the *Accountant General* to furnish these documents (*see Chapter XLII*), and no leave allowances will be payable without their production.

Note.—[If a Chaplain's term of twenty five years service expires (*see Article 664*) during his leave or during the period to which it is stated that it may be extended the fact should be noted on the last pay certificate]

924. A Chaplain shall report his return to duty to the Bishop, and to the Local Government by which his leave or Furlough may have been granted

925. If any Local Government shall see fit to refuse a Furlough to any Chaplain on the ground of the exigencies of the Public Service, it shall report such refusal for the confirmation of the Government of India

926 Applications for leave from Chaplains on the Madras and Bombay establishments are made in accordance with the foregoing rules, but Article 925 applies only to Chaplains on the Bengal establishment

Church of Scotland

927. (*a*) As noted in Article 643, it is only on rare occasions that a Chaplain of the Church of Scotland is attached to a particular regiment. Leave of absence, however, whether the Chaplain is attached to a regiment or not, should be granted by the Local Government, and notified in the local gazette

(*b*) When the Chaplain [illegible] leave will be forwarded through

(*c*) In the case of the [illegible] and in Bengal, the leave should be granted by the Local Government and by the Government of India concurrently, and be notified in the local gazette and in the *Gazette of India*.

Quarterly Leave Return.

928 (*a*) A quarterly statement of Chaplains on the Bengal Ecclesiastical [illegible] al leave with the dates of the grant [illegible] ght up to the 31st March, 30th [illegible] of each year, shall be punctually furnished by Local Governments to the Government of India in the Home Department

(*b*) From these quarterly returns a register will be compiled and kept at the Office of the Secretary to the Government of India in the Home Department, of all grants to Chaplains of leave or Furlough, of all extensions of leave or Furlough, and of returns to duty from absence

Section IV—Rules regarding Military Officers

Officers subject to the Civil Leave Rules

929 A *Local Government* granting leave, other than Short Leave, under Chapter XII to an officer of the Bengal, Madras, or Bombay Army who is

subject to the Civil Leave Rules, should forward a copy of the order granting the leave to the Military Department of the Government of India, Madras, or Bombay, as the case may be

NOTE.—[The *Audit Officer* concerned should also report to the Military Department the dates of commencement and termination of the furlough or leave granted by the *Local Government*.]

Officers subject to the Military Leave Rules.

930 (*a*) An application by a *Military Officer subject to the Military Leave Rules* for furlough *out of India* must be submitted in the manner prescribed in the order of the Governor General in Council in the Military Department, No 34, dated 11th January 1869, to the *Local Government*

(*b*) A *Local Government* receiving such an application from an Officer of the Bengal Army will, if it thinks that the application should be granted, submit it to the Government of India in the Military Department at Calcutta.

(*c*) The Government of Madras or Bombay receiving such an application from an Officer belonging to its own Army will, after considering in the Civil Department whether the application should be granted, dispose of it in the Military Department

(*d*) Any other *Local Government* receiving such an application by an Officer of the Madras or Bombay Army shall, if it consider that the application should be granted, forward it to the Government of Madras or Bombay, as the case may be, in the Military Department.

931 The preceding Article does not apply to Medical Officers, whose applications must be forwarded—

(i) If for furlough on medical certificate, through the Local Government, to the Military Department

(ii) If for furlough without medical certificate, through the Local Government, who should forward them to the Surgeon-General with the Government of India, the Government of Madras or the Government of Bombay, as the case may be, for disposal.

932 (*a*) When a *Military Officer subject to the Military Leave Rules* applies for leave of absence on Medical Certificate, or proceeds to a seaport for the purpose of appearing before a Medical Board, he should communicate his intention to his immediate departmental superior when he sends in his application, or before he leaves his station, as the case may be.

(*b*) A copy of the order granting leave on medical certificate should be forwarded to such departmental superior by the Government which grants the leave

933 (*a*) An application from an Officer subject to the Military Leave Rules for special leave under Article 348 or furlough *in India*, should be submitted to the *Local Government*

(*b*) A *Local Government* receiving such an application should grant the leave applied for only on a certificate that he is entitled thereto —

(i) in the case of an Officer of the Bengal Army, by the Secretary to the Government of India in the Military Department, and

(ii) in the case of an Officer of the Madras or Bombay Army, by the Adjutant General of the Army to which he belongs.

(c) A copy of the order granting the leave should be sent to the Government in the Military Department of the Presidency to which he belongs

NOTE.—[The *Audit Officer* concerned should also report to the Military Department the dates of commencement and termination of the furlough or leave granted by the *Local Government*.]

933A. In the case of Military Officers, subject to the leave rules for the Staff Corps, holding appointments in the Civil Department, the tenure of which is limited to a definite period, and who are referred to in Rule 3 to Article 42 (c), leave in or out of India should be granted by the Local Governments and Administrations under whom they may be serving

The leave should be stated to be granted under the leave rules for the Staff Corps and must be notified in the Local Gazette, the only exception being in the case of leave out of India, when the leave granted will be published by the Military Department of the Government of India or of Madras or Bombay according to the Presidency to which the officer may belong.

In every case of the grant of leave to the officers in question by the Local Governments and Administrations, a report should be made to the Military Department of the Government concerned, and in the case of leave out of India, the whole of the Officers' leave papers (including the Medical Board's

No. 26.

Page 259

Article 935(a)

For the words "furlough without medical certificate" *in the first line substitute* "any leave except privilege leave and leave on medical certificate" (26) (Official Diary No 5947 of 1892)

... Government of India, Madras or Bombay, as the case may be, of the date on which it begins or ends

Commissioned Medical Officers

935 (a) An application for furlough without medical certificate from a Commissioned Medical Officer subject to the Civil Leave Rules, serving in the Bengal Presidency [illegible] India, should be submitted by [illegible] General with the Gover[illegible] of Indian Medical Department.

(b) The Surgeon General will countersign the application, if the the public service admits of leave being granted, and return it to the administrative medical officer If the state of the public service [illegible] admit of leave being granted, the Surgeon General with the G[illegible] India will abstain from countersigning the application.

(c) On the application so countersigned, or from which cou[illegible] has been withheld, the *Local Government* will at once be in a[illegible] the necessary orders

(d) The same procedure will be followed in the case of [illegible] applying for extension of furlough on private affairs

Chapter XLI.—Payment of Leave Allowances.

Place of Payment.

936 Leave allowances are payable in India after the end of each calendar month, but an officer on Furlough or Special leave out of India may, at his option, take payment at the Home Treasury of the Government of India, and, if he proceeds to any colony named in the list in Appendix No 17, in such colony.

An officer having selected the country in which he desires to draw his leave allowances is permitted to change only once during any one period of leave.

Payment in India.

937. Except in the Public Works Department, a Gazetted Officer on leave in India may draw his allowances at any treasury in India An officer on Furlough or Special leave out of India may draw his allowances in India either at his own Head-quarters, or at the Chief Town of the Province, or Capital Town of the Presidency in which he is employed.

Note —[For the purposes of this Article Bombay may be treated as their Chief Town in the case of officers serving in Hyderabad Assigned Districts, Rajputana and Central India.]

938. If a Gazetted Officer signs his bill himself, he must either appear in person at the place of payment, or furnish a life certificate signed by a responsible officer of Government, or some other well known and trustworthy person If he draws his allowances through an authorised agent, the agent, whether he has or has not a Power-of-Attorney, must either furnish a life certificate as aforesaid, or execute a bond to refund over-payments. A life certificate may be given periodically, a bond being given to cover intermediate payments not supported by the life certificate

939. The proper stamp duty upon bonds executed under the preceding Article is that chargeable upon Indemnity Bonds according to the First Schedule of the Indian Stamp Act, I of 1879

940. The leave allowances of a Non-Gazetted Officer on leave in India can be drawn only at the treasury where his salary is paid, and under the signature of the head of his office, who is responsible for any overcharges no other security is required.

941. The following special departmental rules regulate the payment of

the leave allowances of officers of the Public Works Department during absence on leave in India:—

(a) [illegible]

(b) [illegible]

No. 25.

Page 261.

Article 941 (b).

Strike out the words "by a Remittance Transfer Receipt" *from the second and third lines of this article.* (25) (Official Diary No 5469 of 1892)

[illegible] absentee [illegible]

(d) If the absen [illegible]

NOTE —[If a life certificate cannot be furnished, a bond executed by a recognised Bank or Agency firm may be accepted.—*Circular of the Public Works Department, Government of India, No. 32, dated 2nd June 1874*]

Payment out of India.

942. An officer proceeding on Furlough or Special leave out of India cannot draw his leave allowances at the Home or any Colonial treasury unless he is provided with a Last-pay certificate or warrant in accordance with the rules laid down in Chapter XLII.

943. (a) Privilege leave allowances are not payable out of India; but in case an officer leaving India should afterwards want his leave to be commuted, he should take with him a certificate as follows —

(Name of, and designation of office held by, the officer)

PRIVILEGE LEAVE CERTIFICATE

1 Government under which employed
2 Date of beginning of leave
3 Date on which leave will end
4 Whether Furlough or Special leave is admissible on privilege leave being commuted, and if so, to what extent and on what terms

NOTE —[If Furlough or Special leave is granted, the leave allowances admissible will not be paid out of India until the officer produces a Last pay certificate]

(Place) (Signature)

(Date) *Audit Officer*

N B —Privilege leave allowances are not payable out of India

(b) This certificate should be furnished to those officers only who may

apply for it and the *Audit Officer* need make no enquiries as to the place in
A Military Officer subject
the certificate prescribed in
t Officer with a view to the
preparation of his Privilege leave certificate, should he require one

944 Duplicate of a Privilege leave certificate is not to be forwarded to the Secretary of State

Rate of Exchange

945 Except as provided in Articles 946 and 947, when payment is made
g at the rate of exchange
ial transactions between
wise arranged, this rate
of exchange is also applied in the payment of leave allowances in a Colony If any payments are made at a different rate, or otherwise, erroneously, they should be adjusted in subsequent payments

Exception—The officers whose names are mentioned in Appendix No 30 have been specially authorised by the Secretary of State to receive leave allowances while on leave out of India at the rate of exchange of 2 shillings to the rupee

946 If, in any covenant or contract, dated before the 23rd day of November 1871, with any officer for service in India, it is provided that, in payments to be made under, or in pursuance of, the contract, a pound sterling shall be considered an equivalent or equal to, and calculated after the rate of, ten rupees, any leave allowance which the officer is, under his covenant or contract, entitled to receive in England, shall be converted into sterling at that rate But if, in such contract no provision is made for the payment of any allowances during leave, the aforesaid rate of exchange will not apply to any leave allowances

947 The absentee allowance of a Military Officer on Furlough out of India and drawn in England, who elected the Military Furlough Rules of 1868 before the 1st July 1871, is paid at the rate of two shillings the Government rupee, but this exception does not apply to a Military Officer in Civil employ subject to the Military Furlough Regulations of 1868 on Special leave under Article 348 The absentee allowance of such an officer if drawn in England is paid at the official rate of exchange for the time being

Method of Payment in England

948 Payment is made at the Home Treasury—

(*a*) In respect of civil officers, on or after January 1st, April 1st, July 1st, and October 1st, for the quarters ending respectively on December 31st, March 31st June 30th, and September 30th

(*b*) And in respect of military officers, on or after February 1st, May 1st, August 1st, and November 1st for the quarters ending respectively on January 31st, April 30th, July 31st, and October 31st—

(i) to the officer on his personal application, or

(ii) to his banker or other agent duly authorised under power of-attorney, on production of a life certificate, filled up and

executed in the manner directed thereon (except in cases where proof of existence is not required owing to the banker having gu ...
di ...

(iii) on ...
in ...
attached, may be obtained from the India Office, London, on the officer's written application.

If not drawn in England.

949. (*a*) If an officer proceeding on Long Leave to Europe does not intend to draw allowances from the Home treasury during his absence, he must nevertheless take with him a Certificate of Leave in the following form, from the *Audit Officer* in whose circle of audit his appointment is held If the officer visits England, this certificate is to be presented at the India Office —

CERTIFICATE OF LEAVE GRANTED TO (*name of, and designation of office held by the officer*) PROCEEDING OUT OF INDIA

NOTE —[*The allowances admissible to the officer during leave will be paid in India*]

1 —Government under which employed.

2 —Date of beginning and ending of any leave already taken, the nature of such leave, and the rule under which it was taken

3.—Article of the Civil Service Regulations under which the leave is granted

NOTE —[*Distinguish Furlough granted on medical certificate from Furlough granted without medical certificate*]

4 —Period of leave

5 —Date of commencement of leave

6.—Monthly rate of absentee allowance.

...d or commuted* otherwise than to

(Signature)

Audit Officer

... no extension or commutation of the leave, ... f State for India unless the previous ... *tary of State No 25 (Financial) dated 29th*

Rules proceeding on Furlough cannot ... *Audit Officer* a certificate in Form

... by the Secretary to the Government of

... nbay Army, by the Adjutant General of

... draw his leave allowances at the ... or at some Colonial treasury, he ... *Audit Officer* in whose Circle of ... leave

... ve to a Colony in America or the ... te of leave granted" in the form ... r visit England or has occasion to ... e should be presented at the India ... be forwarded to the India Office ... for.

Chapter XLII.—Last-pay Certificates and Warrants.

Section I.—Last-pay Certificates.

General Rules

951. Except as provided in Article 956, no officer can begin to draw his leave allowances at any treasury in India, or at the Home treasury of the Government of India, without producing a last-pay certificate from the treasury where his pay or allowances were last disbursed, or from the *Accountant General* within whose jurisdiction this treasury is.

1 No demand certificates are not required by an officer going on leave

952. Last-pay certificates (and warrants) cannot be issued to *Military Officers subject to the Military Leave Rules*, until Article 934 has been complied with

953. Except in respect to Colonial Warrants (Articles 966 to 971), this Section does not apply to Public Works Officers whose Last pay certificates are issued under departmental rules [*See Chap. IV (paragraphs 33 to 47) of the Public Works Code*]

Extensions and Commutations.

954 If the leave of an officer, whether in or out of India, is extended or commuted, the *Audit Officer* within whose jurisdiction the officer is employed must, on receiving advice of such extension or commutation, forthwith communicate it to the *Audit Officer* within whose jurisdiction his leave allowances are drawn He should also communicate any other circumstances connected with the leave which may be required to be known to the *Audit Officer* who passes the officer's leave allowances.

Leave in India.

955. When an officer proceeds on leave from one place to another in India he should obtain a certificate in Form No. 8 from the *Accountant General* of his Presidency or Province

956. An officer on leave, who does not leave his district, does not require a last-pay certificate nor does an officer who leaves his district on leave in India without allowances

957. If during leave the officer desires to change the treasury at which he receives payment of his allowances, he must obtain a new last-pay certificate.

Leave out of India.

958. When an officer proceeds on leave out of India, other than privilege leave, and is entitled to allowances during the leave, the *Accountant General* who audits the pay of the officer will, as soon as the leave is gazetted or otherwise notified to him, send to the officer a letter in Form No 6 with enclosure in Form No. 7 requiring him to call at his office or give the necessary information.

959. If the officer calls at the *Accountant General's* office, the *Accountant General* will pay him up to the day before he leaves India. The *Accountant General* will also—

(i) if the officer proceeds to Europe and intends to draw leave allowances at the Home treasury of the Government of India, give him a completed last-pay certificate in Form No 8,

(ii) if the officer proceeds to a Colony and intends to draw leave allowances there, a last-pay certificate in Form No. 9.

960. If the officer is unable to call at the *Accountant General's* office, the *Accountant General* will prepare a Bill for the officer's allowances from the end of the month preceding that of his making over charge, to the day before he sails, and will (if the officer intends to draw leave allowances at the Home treasury of the Government of India or in a Colony) forward it with the certificate in Form No 8 or 9, as the case may be, to the Treasury Officer, for delivery to the officer according to the instructions in Form No. 10.

961. With every such last-pay certificate a blank Form No 11 will be given, on which the officer proceeding on leave is to report to the *Accountant General,* from the first port at which the vessel touches, the day of his departure from India.

962. [illegible] or Madras, and the certificate is in Form No 8, forward a duplicate of the certificate to the Comptroller General, for transmission to the India Office in London. In the case of Bombay or Madras, the Accountant General himself will forward a duplicate to the India Office.

963. When an officer proceeding to England is compelled to leave without a last-pay certificate, the necessary document should be forwarded to the India [illegible] ia, Madras, [illegible] the second [illegible] explanation *as to the cause of delay.*

964. An officer proceeding to Europe should present his last-pay certificate at the India Office in London When he returns to India, he should obtain a last pay certificate from the India Office.

965. A last-pay certificate in Form No. 8—the 11th and 13th columns, and the notes below it, being omitted—is required in the case of an officer proceeding on leave out of India whose leave allowances, payable in India, are required to be paid in a circle of audit other than that under which the

officer's appointment is held. If change of treasury is at any subsequent time desired, a new last-pay certificate in the same form must be issued by the *Accountant General* who last paid the allowances.

Colonial Warrants.

966. (*a*) An officer, including an officer of the Public Works Department (*see Article 953*), proceeding to a Colony should submit his last-pay certificate—

(i) to the Comptroller, India Treasuries, at Calcutta, if he embarks at any port not in the Madras or Bombay Presidency;

(ii) to the Accountant General at Madras or Bombay, as the case may be, if he embarks at any port in the Madras or Bombay Presidency.

(*b*) The Comptroller, India Treasuries, or the Accountant General at Madras or Bombay, as the case may be, will retain the last-pay certificate, and, in lieu thereof, issue a Warrant in Form No. 13 upon the Colonial Authority concerned.

967. Every Warrant shall be issued in duplicate. The original, bearing the payee's signature, should be forwarded to the Colonial Authority concerned, and the duplicate should be made over to the payee. Each payment should be endorsed on the back of both the original and the duplicate Warrant, an acknowledgment of receipt of money being rendered by the payee. When no space for such entries remains, or when a Warrant is lost or destroyed, a fresh Warrant shall be issued by the officer who issued the original Warrant, on application being made through the Colonial disbursing officer.

968. Upon his return to India, an officer should delivert up his duplicate Warrant, which will serve the purpose of a last-pay certificae.

969. In case an absentee desires transfer of payment of his leave allowance from one Colony [illegible] the proceedings of the C[illegible] which should, however, be rep[illegible]nt of India and to the Under-Secretary of State for India.

970. The Accountants General, Madras and Bombay, and the Comptroller, India Treasuries, will forward to the Comptroller General a Statement prepared for each of the quarters ending on the 31st March, 30th June, 30th September, and 31st December, showing the Warrants for leave allowances issued during the quarter. These quarterly statements will be forwarded by the Comptroller General to the India Office. If any leave allowance is chargeable, either wholly or in part, to other than Indian Revenues, the proportion chargeable to each separate source should be shown in these quarterly statements.

971. Payments made in those Colonies which exchange Accounts Current with the Government of India will be adjusted through those Accounts Current. Payments made in other Colonies will be adjusted in the Accounts of the Home treasury of the Government of India.

Articles 966—971.

No 195

Page 267. Article 972.

Substitute the following for this Article —

972 Every officer going on leave out of India should procure from the Account Office and take with him a copy of the "Memorandum of Information issued for the guidance of officers proceeding on leave (other than privilege leave) out of India"

Section II—Rules of prepa[illegible]

General Rules

973 In Forms Nos 8 and 9, the Presidency to which an officer belongs should be stated in the title, and the Presidency or Province in which he is employed should be stated under the first heading, and it should be distinctly stated in the certificates whether the absentee allowance is chargeable to the Civil, the Military, or the Public Works Department

974 (*a*) The certificates of officers proceeding on leave to Europe shall be prepared—

- (i) in BLACK ink for officers in the employ of the Military Department
- (ii) in BLUE ink for officers in the employ of the Public Works Department
- (iii) in RED ink for officers in the employ of the Civil Department

(*b*) The object of the use of ink of different colours is to enable the Home Authorities to ascertain at once the Department to which the absentee allowance of an officer is to be charged

975 Except in the case of Chaplains, allowances should be stated in rupees a month, and not in pounds a year, and in entering "the rate of absentee allowances," it should be stated, in the first place, without reference to the maximum or minimum applicable, and then if a maximum or minimum applies, or if the allowance is such that a future change in the official rate of exchange may render a maximum or minimum applicable, the words should be added "subject to a maximum (or minimum) of," &c

976 In Form No 8 it must be shown whether an officer is entitled to the full amount of Furlough permitted by the Rules

NOTE —[See Note under Article 923]

977. In column 11 in Forms Nos. 8 and 9, the Articles of these Regulations or of the Military Furlough Regulations under which the advance is made, should be mentioned

Amended Certificates.

978. Whenever a corrected last-pay certificate, whether original or duplicate, is furnished, it should invariably be marked "Amended Certificate"

979. (a) If it becomes necessary to amend a last-pay certificate in Form No. 8, the amended certificate should not be forwarded to the officer, but to the Local Government, for transmission to the Secretary of State, with appropriate explanations direct or through the usual channel

(b) The last pay certificate is issued on the assumption of the correctness of the intended dates of making over charge and of leaving India. If these dates are changed, the required adjustment of allowances will be made when the officer returns to India, or, if necessary, sooner. No alteration may be made in the certificate as issued by the *Accountant General* unless there is time to send it to him for alteration.

Source from which Absentee Allowance is payable.

980 In making entries against the heading "Source from which," &c, the term "Indian Revenues" should be used in all certificates intended to be sent to England, as the term "Imperial Revenues" has there a different signification If the allowance is not chargeable finally to the Government of India, the Local Administration or Fund from which it is recoverable must be expressly stated

981. When leave allowances are chargeable according to the *Rule of proportions*, the following is the service to be thus taken into account —

(a) *Privilege Leave, under Chapter XII, Articles 277 to 311* —

Privilege leave, duty without interruption for a period eleven times as long as the Privilege leave

(b) *Long Leave, European Services, under Chapter XIII* —

Furlough on medical certificate (Articles 340 to 343), the whole continuous service
Furlough without medical certificate, including extensions (Articles 340 and 341), the whole continuous active service
Special leave, active service for six years
Subsidiary leave, as for the leave to which it is subsidiary

(c) *Military Furlough Regulations of 1868, Appendix No 11* —

Furlough without medical certificate—
First two years (Rule IX), actual service in India for eight years
The rest, actual service in India for six years

(d) *Military Furlough Regulations of 1875, Appendix No 12* —

Furlough without medical certificate (Rule 1), proportion of service in India or under the Government of India taken into calculation in the grant of furlough

(e) *Leave Rules for the Staff Corps. See Army Regulations, Vol. I, Part I, Articles 709 to 741* —

All leave, the whole pensionable service, but, in this case, in calculating the charge to be borne by a Foreign Body and the British Government the period of service, and not the aggregate *salary* drawn, is taken into account

Articles 977—981.

(f) *Long Leave, Indian Services, under Chapter XIV, and Statutory Civil Servants, under Chapter XXII* —

Leave on Private Affairs [Articles 3?0 or 627, Section 4 (b)], service for six years
Furlough [Articles 371 or 627, Section 4 (c)]—
First year; service for ten years counting in the case of the Indian Services from date of last return from Leave on private affairs
The rest, service for eight years

(g) *Other cases.*

In unenumerated cases the whole service in India is counted

Arrears of Indian Pay and Allowances

982 N[illegible] Indian pay and allowances due to an officer [illegible] *to Europe should be made in* his last-p[illegible] not paid at the Home treasury of the Government of India.

Completion of Service.

983. The date on which any officer will, during the currency of leave, complete the term of service, or attain the age after which by any Rule he is required to retire from the service, should be shown

Civil Fund Deductions.

984. (a) The Secretary of State recovers subscriptions on account of the different Civil Funds from subscribers absent from India on leave who draw their leave allowances in England, who either are required by the Rules of their Fund to pay their subscriptions in that country during leave, or elect to do so Particulars of the Fund deductions to be made from the absentee allowances of officers on leave drawing their leave allowances in England should be noted on the last pay certificates, and where a subscriber elects to make payments of his subscriptions in India while on leave, or to postpone such payments until his return to India, the fact should also be noted on the last-pay certificate The rules under which the deductions are made, and the method by which they are calculated in the cases of the different Funds, will be found in Chapter XXV, Articles 616 to 619.

(b) The deductions to which the allowances of a Member of the Indian Civil Service are subject while he is on leave on account of his annuity should invariably be stated in his last pay certificate (*See Chapter XXV, Article 615*)

Chaplains.

985 A certificate in the form in Article 1078 (b) showing the service and residence of a Chaplain proceeding on leave to Europe, should be attached to his last-pay certificate.

PART X.—PROCEDURE RELATING TO PENSIONS.

GENERAL ARRANGEMENT.

PART X —PROCEDURE RELATING TO PENSIONS

Chapter XLIII.—Applications for and Grants of Pensions.

Section I —Applications.

Extent of Application.

986. The rules in this Chapter apply to all officers applying for *pension* under these Regulations, except—

(*a*) Members of the Indian Civil Service—vide *Chapter XLV*,

(*b*) Chaplains,—vide *Chapter XLVI*,

(*c*) Judges of the High Courts, for whom no special procedure is laid down

987. There is no limitation on the period after retirement within which an application for pension or gratuity must be submitted, but apart from [illegible] after the officer has retired begins from [illegible] *Article 1013*) An officer may be admitted [illegible] hether in or out of India

Non Gazetted Officers—Preliminary Verification.

988 (*a*) An applicant for pension, not being a Gazetted Officer, should submit to the Authority whose duty it would be to fill up his appointment, if vacant, his service book, and a statement of the following particulars :—

1 [illegible]

2 [illegible] pension [illegible] bstantive [illegible] of each [illegible]

3 Dates of beginning and ending of each period of leave

4 An explanation of each interruption in service

(*b*) An officer may submit this statement even though he has not ceased to be borne on the establishment, provided that, before it is sent to the *Audit Officer*, it is supported by a certificate from the Authority receiving

it that the officer is likely, within six months, to retire from the public service

(c) This provision is intended to obviate delay in the verification of service, and it is not to be understood as justifying the preparation of the formal application in the Form prescribed in Article 990 before the officer has actually retired.

989 The Authority receiving the statement should then, in communication with the Account and Audit Department, verify the services claimed according to the following procedure —

(a) If the service has been wholly or in part inferior (regarding which service the records of the Audit Offices are sometimes incomplete), he should first gather from official records and other sources all the information procurable. In respect to superior service, it will be sufficient to gather, in the first place, only such information as is easily procurable

(b) The information thus received should then be forwarded to the *Audit Officer* concerned for information as to whether his office records bear out the applicant's statements

(c) If there be any discrepancy, the *Audit Officer* will detail the nature of such discrepancy, for instance, that the post which the applicant states that he filled during a certain period is shown by the Audit Office registers to have been filled by another man

(d) If the service claimed cannot be wholly verified from the records of the Audit Offices, reference must be made to the head of the office in which the applicant states that he served during the period in doubt

(e) If it be found impossible to verify the service otherwise, the officer receiving the application should take the statement in writing of the applicant on plain paper [*see Indian Stamp Act, I of 1879, Schedule II, No 1 (c)*], and should also collect such collateral evidence as may be procurable, for instance, certificates, such as those given by an officer to a subordinate on his leaving an office, and the testimony of contemporary servants

Non-Gazetted Officers—Formal Application

990 After completing the verification in the manner prescribed in the preceding Article, the Authority receiving the statement of services should draw up the application in Form No 15, and arrange with it all the documents relied upon for verification of the service claimed, in such manner that they can be conveniently consulted, and then forward it, together with the officer's service book, through his official superiors to the *Audit Officer* for submission to the *Local Government* (*see Article 994*) If an applicant for pension (not gratuity) is no longer in active service, a last pay certificate should be attached to the application, except when he retires from the service while on leave in England and desires to draw his pension in England

Articles 989—990.

991. (*a*) The officer who submits the application should certify on the application, whether the character, conduct, and past services of the applicant are such as to entitle him to the favourable consideration of the Government If the application is for 'pension' on the superior scale, he must be careful to enter all periods of leave, suspension, &c., which are not reckoned as service.

(*b*) He must also invariably record his own opinion whether the service claimed has been established, and should be admitted or not, more especially in those cases in which it becomes necessary to resort to the procedure prescribed by clause (*e*) of Article 989, when the exact nature of the investigation made, and the conclusion at which the Authority has arrived, must be especially reported

(*c*) If the application is for an Invalid pension, and the applicant is less than sixty years old, the requisite medical certificate should be attached to the application. But if omission has been made in this respect, the *Local Government* may accept a certificate bearing a later date.

Remarks on Pension Applications.

992 If an officer in superior service whose age is less than sixty years, is required to retire under Article 503 (*a*), the head of his office must certify in the column for "Any other remarks," on the third page of the application for his pension, the cause of the applicant's inefficiency, and quote the order of the Local Government sanctioning the applicant's retirement as superannuated. If the officer wishes to retire of his own accord under Article 508, the fact should be stated.

Gazetted Officer's Application.

993 (*a*) A Gazetted Officer should submit his application through his official superiors and the *Audit Officer* (*see Article 994*) to the *Local Government*

(*b*) The application should be prepared in the Form (No 15) prescribed in Article 990, either by the officer himself or by the head of the department in which he is serving, and the rules under that Article apply, save that it is not necessary, if all the service has been gazetted, to have the service formally verified before forwarding the application.

Submission to Government.

99[illegible] (*a*) Th[illegible]

claim for pension and the rules applicable to the case [illegible]

(*b*) He will also certify the cc[illegible]

of pension, and retain the last-pay [illegible]

if granted, will be payable in ano[illegible]

forward the certificate to the *Audit Officer* of that audit circle, noting in the application that the certificate has been so forwarded

1 If the case is plainly incorrect or incomplete, the *Audit Officer* should return it for correction or explanation

2 In the column of Form No 16 reserved on the second page for the remarks of the *Audit Officer*, he should note briefly his reasons for disallowing any service claimed, and his explanation of any apparent discrepancies and the like

3 The *Audit Officer* should always call special attention to Article 514, in his report of the amount of *pension* admissible

NOTE —[Each *Audit Officer* shall submit in Form No 14, quarterly, to the Government of India, in the Finance Department, a return of applications received and disposed of under this Article]

Premature Applications.

995. (*a*) The Government of India is ordinarily unwilling to pass orders on questions affecting the *pension* of an officer until he actually retires, because their premature discussion occupies valuable time almost always to no purpose, and uselessly.

(*b*) Accordingly, no question about the pension of an officer who has not retired from the public service should be submitted either to the *Local Government*, or by the *Local Government* to the Government of India, unless there are special reasons (which should always be set forth) for a departure from the general rule The mere desire of an officer for a decision upon some doubtful abstract questions affecting his prospects does not justify public correspondence on his behalf.

996 Except under orders from the Government of India or the *Local Government*, an *Audit Officer* should, as a rule, decline to advise upon any questions connected with the claim of an officer to pension until he absolutely retires or is about to retire Memorials which relate to such questions addressed prematurely to the Secretary of State are uniformly returned

997. Articles 995 [illegible]
application for pension [illegible]
to retire immediately, [illegible]

Section II —Powers of Sanction

Ordinary Cases.

998. In a case falling clearly and strictly within the letter of the Regulations, the *Local Government* may grant the *pension* admissible, but the grant is subject to revision by the Government of India, in the Finance Department.

Articles 995—998.

Delegation of Powers.

999. Commissioners of Divisions in Bombay and the Commissioner in Sindh have been empowered to grant *pensions* to men on Revenue Establishments subordinate to them drawing twenty rupees a month and less, in cases where such claims are certified by the *Accountant General* to be admissible under the strict letter of the Regulations.

1000. The Director of the North-Western Railway has also been empowered to grant pensions to such of his subordinates as may not have been appointed by the Government of India, in cases where claims to pensions are certified by the *Audit Officer* to be admissible under the strict letter of the Regulations.

Non-Gazetted Police Officers.

1001. A claim to pension by a Police officer, on pay not exceeding twenty rupees, only for the period of continuous and verified service in the Force in which at the time of his application he is serving, may, if admissible under the strict letter of the rules, be allowed by the Inspector General of Police, and reported to the *Accountant General*, with the necessary particulars for identification All other claims will be treated under the ordinary rules

1 Claims to Wound and other Extraordinary *pensions* (*see Chapter XXXIV*) even though they may be provided for by other rules of the Superannuation Fund, are subject to the rules in Articles 787 and 789

1002. The Political Agent in Kathiáwar exercises the powers of an Inspector General of Police under the preceding Article in respect to the members of the Kathiawar Police.

Power of Revision.

1003 Should the amount granted to an officer be found to be in excess of that to which the Government of India in the Finance Department considers him entitled under the Regulations, he will be called upon to refund such excess

Special Cases.

1004 (*a*) If any interpretation of the rules is involved, or if any indulgence not provided for by the ru' [illegible] ' C
submit the case, with its opinion
of India in the Department in
relates is administered

NOTE (¹) —[In respect to such recommendat ons see orders printed as Append x No 7]

(*b*) Until the orders of the Government of India are received, a recommendation for any special indulgence should never be communicated, directly or indirectly, to the officer concerned

(*c*) The Governments of Madras and Bombay should, upon questions of pension, communicate with the Secretary of State, through the Supreme Government, and not directly.

(*d*) An application in Form No. 15, or the form given in Article 798, as the case may be, should accompany every special recommendation made under this Article.

1005. (*a*) Pensions in excess of the amounts admissible under these Regulations, or involving any relaxation of rule, require the sanction of the Secretary of State. (1)

NOTE (1) —[See Note (1) of clause (*a*) of the preceding Article and note to Article 92]

(*b*) The Government of India have, however, been authorized to grant pensions in excess of the amounts admissible under rule, without reference to the Secretary of State in special cases, provided that the pension granted in each case does not exceed R10 a month.

(*c*) When special circumstances appear to justify a departure from the rules laid down regarding "Ordinary pensions" to Civil officers, it is generally desirable that the allowance granted should be an arbitrarily fixed sum, rather than any exact proportion of the amount to which it might be supposed that the rules afford a claim.

Quarterly Return of Pensions Granted.

1006. (*a*) Returns, in the following Form, of *pensions* granted during the quarter, should be submitted by the *Local Governments* to the Government of India as soon as possible after the end of each quarter of the financial year.

Pensions/Gratuities sanctioned by the Secretary of State, the Government of India or the Government of__________ in all Departments during the Quarter ended______ 18—

Column 1 —Serial number
" 2 —Name of Recipient
" 3 —Date of Recipient's birth by Christian era
" 4 —Designation of last employment
" 5 —Name of office in which last employed
" 6 —Date of commencement of service
" 7 —Date on which employment ceased
" 8 —Character
" 9 —Period counted as service
" 10 —Average Emoluments / Pay or Emolument at time of discharge
" 11 —Amount of Monthly Pension / Gratuity granted—
(*a*)—Chargeable to Indian Revenues
(*b*)—Chargeable otherwise than to Indian Revenues.

"

(*b*) A separate Return should be made of each of the following classes of pensions and gratuities, a note being added of such of these separate Returns as are blank —

I —Compensation Pensions. Superior Service
II —Invalid Pensions Superior Service
[illegible] Service.
[illegible]
[illegible] vice.
[illegible] rvice.

Articles 1005—1006.

Applications for and Grants of Pensions

IX.—Superannuation Gratuities Superior Service

XVI.—Compassionate Pensions
Gratuities } See Article 1008

include all civil *pensions* granted during the
ce to, any rule in Part IV, Chapter XXIV,
r Part VI of these Regulations, in whatever
t of India or the Secretary of State, as well
Inspector General of Police, or other authority,
nter each pension once only.

lso include Compassionate allowances specially
the Secretary of State to officers discharged on
nduct.

Addenda and Corrigenda to the Civil Service Regulations. (3rd Edition.)

.—Anticipatory Pensions.

retires before the necessary enquiries prelimi-
pension to which he is entitled can be completed,
declaration, as follows, by the officer, sanction
f the pension to which, after the most careful
e can make without delay, he believes the officer

inks it likely that the officer would be found
e-sixth of the amount of such probable gratuity
n, be disbursed to him monthly until the amount

h provisional payments should be made so as to
not later than one month after the officer has

under this Article is given by an *Audit Officer*
eneral, he shall send a copy of his order to the
ssue of the requisite orders for disbursement from

*the (here state the designation of the officer sanc-
nsented, provisionally, to advance to me the sum of
'icipation of the completion of the enquiries neces-
it to fix the amount of my pension, I hereby acknow-
s advance, I fully understand that my pension is
npletion of the necessary formal enquiries, and I
to such revision on the ground that the provisional
exceeds the pension to which I may be eventually
promise to repay any amount advanced to me in
h I may be eventually found entitled.*

1010. (*a*) If, upon the completion of the regular investigation, it be found that the pension thus summarily assigned differs from the pension finally settled, the difference must be adjusted in the first subsequent payments

(*b*) Provided that, if a gratuity summarily assigned under Article 1009 proves to be larger than the amount found actually due upon completion of the enquiries, the officer shall not be required to refund any excess actually paid to him, except as provided in Chapter XXI (Re-employment of Pensioners).

1011. (*a*) To enable the *Audit Officer* to exercise the jurisdiction thus entrusted to him, the head of the office from which the officer is removed should furnish to the *Audit Officer*, as early as possible, immediately that it becomes known to him that the officer must retire, and without waiting for his actual retirement, the fullest information that can be obtained regarding the officer's service, without correspondence, which must cause delay

(*b*) This information is to be furnished in anticipation of the regular investigation required by Article 989, which also should on no account be delayed until the officer has actually retired

1012. All officers should bear in mind that delay in the payment of pensions may involve peculiar hardship, and everything should be done to prevent or shorten to the utmost such delays

Chapter XLIV.—Payments.

Section I—Place of Payment

Beginning of Payment.

1013. Apart from special orders, a pension, other than a Wound or Extraordinary pension under Part VI, is payable from the date on which the pensioner ceased to be borne on the establishment, or from the date of his application under Article 988, whichever is later. The object of this latter alternative is to prevent unnecessary delay in the submission of applications The rule may be relaxed, in this particular, by the *Local Government* when the delay is sufficiently explained

1 The pension of an officer who, under Article 478 has received a gratuity in lieu of notice is not payable for the period in respect of which the gratuity is paid

1014. The preceding Article applies to ordinary, not to special, cases If under special circumstances, a pension is granted long after an officer has retired,

Payments

... without the special orders of the ... ich special orders such a

Option allowed.

No. 214.

Page 281. Article 1015 A.

Substitute the following for this Article:—

Pensions granted in rupees which are drawn at or through the Home Treasury are converted into sterling at the rate of exchange annually fixed for the adjustment of transactions between the British and Indian Governments, subject to the condition (with effect from the 1st April 1890), that in the case of persons resident out of India in any country in which the standard of currency is gold the rate of 1*s.* 9*d.* the rupee is fixed as the minimum rate at which the conversion into sterling shall be effected.

Substitute the following for note 2 under this Article:—

NOTE 2.—[A pensioner who leaves India within six months of his retirement and proceeds to a country in which the standard of currency is gold will be entitled to draw his pension from or through the Home Treasury at the minimum rate of 1*s* 9*d* the rupee from the date to which it has been paid in India, or, if no payment has been made there, from the date of its commencement.]

NOTE 3.—[A pensioner who has been drawing his pension at the minimum rate of 1*s* 9*d* the rupee will, in the event of proceeding to India or a country in which the standard of currency is silver, and continuing to draw his pension from the Home Treasury cease to be entitled to that minimum rate after the expiration of six months from the date of his arrival in such country.]

NOTE 4.—[A pensioner who has remained in India, or in a country in which the standard of currency is silver, *for more* than six months either from the date of his retirement or from the date of his subsequent arrival in such country will not be entitled to the minimum rate of 1*s* 9*d.* the rupee until after the expiration of six months from the date on which he shall have quitted such country for a country in which the standard of currency is gold.]

NOTE 5.—[In the event of a case arising which appears not to be covered by the foregoing rules, reference must be made to the Secretary of State.]

at any *treasury of the* s option, at the Home

months of absence will ... the British Government.]

of a pension at the ... cial transactions be- ... a officer under cove- ... covenanted rate of ... expressly so stated,

y to an Indian trea- ... he Home treasury is

India to the Home ... in whose jurisdiction ... *ble, he will grant a* ... the first page of the ... d, to the Comptrol- ... vernment) for trans- ... will take the orders

Articles 1015—1018.

Section II.—Payment in India.

Communication of Sanction.

1019. [illegible]

to the *Accountant General* of the province in which payment is to be made.

(*b*) A copy of the order should also be furnished to the *Audit Officer* who submitted the application.

(*c*) In the case of officers for whom the forms referred to in clause (*a*) are not used, the information required for the Permanent Pay-order should be communicated in a separate letter.

Authority to pay.

1020. The *Accountant General* of the Province in which payment is to be made will then communicate to the officer who is to pay the *pension*, authority to make the payment, in the case of a pension, such authority will be a Permanent Pay-order in Form No. 16.

[illegible]

[illegible]
3 "[illegible] rder
should nc[illegible] rder
should be of the same kind as the ordinary permanent pension pay order, but should be clearly distinguished in form "]

Procedure in paying.

1021. A gratuity is paid in a single sum, and not by instalments, on receipt of the *Accountant General's* authority.

Articles 1019—1021.

Payments

1022 A gratuity may, at the discretion of the Government of India, or with the sanction of the Government of India, on the application of the reci- … a temporary life annuity, … irs with remainder to the …

1023. The amount of the life annuity or temporary life annuity will be determined by Table A printed as Appendix No 9

1024 The Government of India will never insist on the conversion of a gratuity into a life annuity, or temporary life annuity, unless the expectation of life of the officer be reported by competent medical authority to be equal to the average

1025. A pension is payable in India monthly on and after the first day of the following month under the following rules —

1 On receipt of the Permanent Pay order the Disbursing Officer will deliver one half to the pensioner and keep the other half carefully in such manner that the pensioner shall not have access thereto

… ment.

NOTE —[The Local Government may delegate its powers under this rule to Commissioners of Divisions and to such other Officers as it may desire]

… creditor, for any demand against the pensioner, or in satisfaction of a decree or order of any such Court"

Identification.

1026. As a rule, a pensioner must take payment in person after identification by comparison with the Permanent Pay-order

1027. A pensioner specially exempted by the Local Government from personal appearance, a female pensioner not accustomed to appear in public, or a male pensioner who is unable to appear in consequence of bodily illness or infirmity, may receive his or her pension upon the production of a life certificate signed by a responsible officer of Government, or by some other well known and trustworthy person

1028. A pensioner of any description, who produces a life certificate signed by some person exercising the powers of a Magistrate of any class under the Criminal Procedure Code, or by any Registrar or Sub-Registrar under the Registration Act, or by any pensioned officer who, before retirement, exercised the powers of a Magistrate, or by a Chaplain, or any Gazetted Officer of Government, is also exempted from personal appearance

1029. (a) In all cases referred to in Articles 1027 and 1028, the Disbursing Officer must take precautions to prevent imposition, and must, at least once a year, require proof independent of that furnished by the life certificate of the continued existence of the pensioner.

(b) For this purpose he should (save in cases of exemption from personal appearance granted by the Local Government) require the personal attendance and due identification of all male pensioners who are not incapacitated by bodily illness or infirmity from so attending, and in all cases where such inability may be alleged, he should require proof thereof in addition to the proof submitted of the pensioner's existence

1 The Disbursing Officer is personally responsible for any payment wrongly made In case of doubt he should consult the *Accountant General*

2 A pensioner of rank may be privately identified by the Disbursing Officer and need not be required to appear at a Public Office

1030. Payment of pensions to retired members of the Police force are made in accordance with the rules in this Section, but if the Disbursing Officer entertains any doubt as to the identity of a Police pensioner, he may require the local Inspector of Police to identify the pensioner. The Inspector would then be responsible for the correct identification of the pensioner.

Payable to Agents.

1031. (a) A pensioner not resident in India may draw his pension at any treasury in India through a duly authorised agent, who must either produce a certificate by a Magistrate, a Notary, a Banker, or a Minister of Religion, on each occasion, that the pensioner was alive on the date to which his pension is claimed, or execute a bond to refund over payments, and produce such a certificate as aforesaid at least once a year

(b) The pension of such an officer should not be paid on account of more than a year after the date of the life certificate last received, and the *Accountant General* should be on the watch for authentic information of the decease of any such pensioner, and, on receipt thereof, should promptly forbid further payments.

Transfers in India

1032 A Local Government or an *Accountant General* may, on application [illegible]

1033. (a) A copy of any order issued by a *Local Government* or other Executive authority under the preceding Article, should be forwarded to the *Accountant General*, and the Collector of the District from which the payment is to be transferred should be instructed to return his half of the Permanent Pay order

(b) The *Accountant General* will then issue a new pay order to the Treasury Officer, who will in future pay the pension, or, if the officer belongs to another Province, will move the *Accountant General* of his Province to do so

1034 A Collector or other District Officer may authorise payment in any of the outlying treasuries subordinate to his District treasury of a pension payable, under proper authority, at his head quarters, and may transfer the

payment of a pension from such subordinate treasury to the District treasury, or from one subordinate treasury to another in the same district

Certificate of Non-Employment.

1035 (*a*) A pensioner drawing pension in India is required to append to his bill a certificate as follows —

"I declare that I have not received any remuneration for serving in any capacity, either in a Government establishment or an establishment paid from an Incorporated Local Fund, during the period for which the amount of pension claimed in this bill is due

(*b*) In the case of a pensioner permitted under Chapter XXI to draw pension after re employment, this certificate should be modified according to the facts.

Renewal of Permanent Pay-order.

1036. When the reverse of a Permanent Pay order is filled up, or when the pensioner's half is found to be worn or torn, both halves should be returned to the *Accountant General* for renewal

1037 If a pensioner loses his half of the Permanent Pay order, the Disbursing Officer's half should be returned to the *Accountant General*, in order that he may issue a new order The observance of Rule 2 under Article 1025 will prevent any payment being made on the half alleged to be lost

Lapses and Forfeitures.

1038 If a pension payable in India remains undrawn for more than six months, the Permanent Pay order must be returned to the *Accountant General*, and the pension ceases to be payable

1039 If the pensioner afterwards appears, the Disbursing Officer may reclaim the Permanent Pay-order and renew his payments, but the arrears cannot be paid without the order of the *Accountant General*, and if the pension in arrears is to be paid for the first time, or if the amount of arrears exceeds R1,000, without the previous sanction of the Local Government obtained through the *Accountant General*

NOTE — [The Local Government may delegate its powers under this Article to Commissioners of Divisions or to such other Officers as it may desire]

1040. If the suspension of payment is attributable to error or neglect by any Public Officer, the *Accountant General* may direct payment of the arrears without taking the orders of the Government

Deceased Pensioners.

1041. (*a*) On the death of a pensioner, payment of any arrear actually due may be made to his heirs, provided that they apply within six months

from his death it cannot be paid thereafter without the sanction of the Local Government

NOTE.—[The Local Government may delegate its powers under this Article to Commissioners of Divisions or to such other Officers as it may desire.]

(b) But if the arrears do not exceed R100, and the case presents no peculiar features, the *Accountant General* is empowered to pass the arrears on his own authority.

(c) After payment of the arrears of pension, the Permanent Pay-order should be returned to the *Accountant General* with a report of the date of the death of the pensioner.

1042 Subject to the provisions of the preceding Article, the arrears of pension of a deceased pensioner may, if the amount does not exceed R500, be paid to the heirs of the deceased after such enquiry into the rights and title of the claimants as the Collector or other officer responsible for the payment may deem sufficient. If, however, there is any reasonable doubt in regard to the claim or title of the heirs, or if the amount due exceeds R500, the payment should be made only to the person duly authorised to receive assets belonging to the estate of the deceased.

1043 Even if the pension has not been sanctioned before the death of the officer, the payment may be made under the orders of the authority who would have been competent to sanction the pension if the officer had not died.

1044 If an officer dies before actually retiring or being discharged, his heirs have no claim to anything in respect to the officer's pension

Annual (Mortality) Returns

1045 (a) An annual return of pensioners in Form No 17 should be sent to the *Accountant General from every office whence pensions are disbursed.*

(b) The *Accountant General* will submit to the Government of India a consolidated abstract of these returns in the same form, and also a statement in Form No 18, comparing the actual rates of mortality with the probable rates calculated for Native Army Pensioners according to the table at foot of the Statement

(c) The return should include all pensioners to whom civil pensions have been granted

(d) The object of the return is explained in the following extract from a Resolution of the Government of India in the Finance Department, No 1586, dated 22nd March 1871 —

"The Governor General in Council has had under consideration the question of how to guard [illegible]

Account Office to which it is subordinate — [illegible]

[illegible] that enquiry [illegible] her anomalous [illegible]

Payments

"His Excellency in Council is well aware that there is great difficulty in exercising a check by such means on the action of local officers The instances in any single Disbursing Office are

with claims to pension he does not doubt that the information contained in the Forms now prescribed will be found, in both central and local Offices, to be of great value"

1046. The Local Government should instruct the Police or some other suitable subordinate agency to report promptly to the District Officer the death of any civil pensioner, and District Officers should enquire immediately into the cause of the non-appearance of any pensioner to draw his pension

Section III.—Payment in England

Article 1049

Page 287.

Substitute the words 'monthly ...

... (in ... shillings and pence) of one-third approximately, of the net quarterly amount are payable on the 16th of the first and second month of each quarter, and the balance of the three months, less Income Tax, and other deductions (if any) on the quarterly dates on which the annuity or pension is payable as specified above. (54) (Financial Department No 4834, dated 2nd December 1892)

Intimation of Revision.

1050. Intimation of any revision of a pension paid at the Home treasury should be made to the Secretary of State, so as to reach him before the pensioner is informed.

Articles 1046—1050.

Section IV.—Payment in a Colony.

General Rule

1051. The rules in this Section apply to pensions granted under the rules in any Chapter of these Regulations

1052. The pension of a pensioner residing in any Colony named in Appendix No. 17 may be paid there.

Issue of Warrant

1053 The authority for payment of a pension in a Colony shall be a Warrant in Form No 19 to be issued—

(i) in the case of a pension granted to an officer serving elsewhere than under the Government of Madras or Bombay, or paid from an Indian treasury not in account with the Accountant General, Madras or Bombay,—by the Comptroller, India Treasuries

(ii) in the case of a pension granted to an officer serving under the Government of Madras or Bombay, or paid at any treasury in account with the *Accountant General, Madras or Bombay*,—by the Accountant General, Madras or Bombay, as the case may be

1054. When a pension is first granted to an officer serving otherwise than under the Government of Madras or Bombay, and the pensioner desires that his pension shall be paid in a Colony, or when transfer of payment of a pension heretofore paid at some Indian treasury not in account with the Accountant General, Madras or Bombay, from India to a Colony is desired, the *Accountant General* shall furnish all particulars to the Comptroller, India Treasuries, who will issue the necessary Warrant

1055 When a pension is first granted to an officer serving under the Government of Madras or Bombay, and the officer desires that his pension shall be paid in a Colony, or, if transfer of payment of a pension hitherto paid at some treasury in account with the Accountant General, Madras or Bombay, from India to a Colony is desired, the Accountant General, Madras or Bombay, as the case may be, will issue the necessary Warrant

1056. Every Warrant shall be issued in duplicate. The original, bearing the payee's signature, should be forwarded to the Colonial Authority concerned, and the duplicate should be made over to the payee. Each payment should be endorsed on the back of both the original and the duplicate Warrant,

an acknowledgment of receipt of money being rendered by the payee When no space for such entries remains, or when a Warrant is lost or destroyed, a fresh Warrant shall be issued by the Officer who issued the original Warrant on application being made through the Colonial Disbursing Officer

Rate of Exchange.

1057. Pensions stated in Indian money shall, where the standard of currency of the Colony is gold, except when it is otherwise arranged, be paid in sterling money at the rate of exchange annually fixed for the adjustment of transactions between the British and Indian Governments, subject to the condition that the rate of 1s 9*d* the rupee is fixed, with effect from the 1st of April 1890, as the minimum rate at which the conversion into sterling shall ... are made at a different rate or otherwise erro-

Page 289 Article 1057.

Substitute the following for note 2 under this Article —

NOTE 2 —[Notes 2—3 under Article 10 5A apply *mutatis mutandis* to this Article]

J F FINLAY,

Secretary to the Government of India

FINANCE AND COMMERCE DEPARTMENT

The 21st April 1896

No 35 F & C D 3 4 96—16 000

troller, India Treasuries, will forward to the Comptroller General a statement prepared for each of the quarters ending on the 31st March, 30th June, 30th September, and 31st December, showing the Warrants for pensions issued during the quarter These quarterly statements will be forwarded by the Comptroller General to the India Office If any pension is chargeable, either wholly or in part, to other than Indian Revenues, the proportion chargeable to each separate source should be shown in these quarterly statements

1061. Payments made in those Colonies which exchange Accounts Current with the Government of India will be adjusted through those Accounts Current Payments made in other Colonies will be adjusted in the Accounts of the Home treasury of the Government of India

Chapter XLV.—Members of the Indian Civil Service.

Section I.—Applications.

Extent of Application.

1062. The rules in this Section apply to all members of the *Indian Civil Service*

Members of the Indian Civil Service on the Bengal Establishment serving under the Government of India.

1063. A Member of the Indian Civil Service on the Bengal Establishment serving immediately under the Government of India, if he be in India, shall submit his application for permission to resign the service, and for an annuity, to the Government of India, in the Department under which he is serving, and the Department receiving the application will forward it, with any remarks that may be necessary, to the Home Department, which should obtain the report of the Comptroller, India Treasuries, upon the officer's *claim in respect of service and active service, and also as to whether there* are any demands against him on account of the deduction prescribed in Article 615, or on any other account.

Members of the Indian Civil Service on the Bengal Establishment serving under Local Governments.

1064. Any other Member of the Indian Civil Service on the Bengal Establishment, if he be in India, shall submit his application to the Local Government under which he may be serving, and the Local Government will forward the application, with any observations which may be necessary, to the Government of India in the Home Department, together with a No-demand Certificate from the *Accountant General.*

1 When preparing the No-demand Certificate, the *Accountant General* should send the officer a copy of Article 1070.

Members of the Indian Civil Service on the Madras or Bombay Establishment.

1065 A Member of the Indian Civil Service on the Madras or Bombay Establishment if he be in India, shall submit his application to the Government of Madras or Bombay, as the case may be, who will obtain the report of the Accountant General and the No-demand Certificate as provided in the two preceding Articles.

During leave to Europe.

1066. (*a*) A Member of the Indian Civil Service, who wishes to retire from the service while on leave in Europe, must submit his application to the Secretary of State

(*b*) When an officer makes his application under this Article, whether after after having been declared by the in India, his resignation is ac- demands that may be standing against him in India, and he is directed to apply to the Government of India, the Government of Madras, or the Government of Bombay, as the case may be, for the annuity or gratuity to which his length of service may entitle him.

Grant of Pension.

1067 (*a*) In the case of a Member of the Indian Civil Service on the Bengal Establishment, if his resignation be accepted, the case should be forwarded to the Finance Department of the Government of India, in which Department a Resolution will be recorded, granting the annuity or gratuity to which the officer may be entitled r will be his author- ice on the Madras the Government of Madras or Bombay, as the case may be

Section II—Payment

Commencement of Annuities

1068 The annuity of an officer who leaves India by sea, when retiring

from the service at the end of subsidiary leave, begins, and his subsidiary leave ends, on the day of the departure of the vessel in which he sails

NOTE —[...
furnish the ...
officer is a M...
ment of Mad...
or Bombay Establishment —

(1) ...
(2)
(3)
(4)
(5)

1069 The annuity of a Member of Council who has not previously resigned his seat in Council, or whose successor has not entered upon his office, commences from the day following that on which the vessel in which he leaves India sails, or from the expiry of his five years' tenure of office, whichever date is earlier.

1070. ... must report the date of ... a Member of the Indian ... overnment of India in the ... Indian Civil Service on ... overnment of Madras or Bombay, as the case may be

NOTE —[A copy of this Rule should be furnished by the *Accountant General* to every officer (if he be in India) who applies to resign, with an intimation that there will be delay in the commencement of his annuity if he does not report the date of his departure (*See also Rule 1 under Article 1064.*)]

Manner of Payment.

1071 Annuities are payable in arrear, quarterly, and to date of decease

1072 (*a*) Payment of annuities and gratuities may be taken at the Home treasury in sterling money, or in India in Government rupees, at the following rate —

(i) If the annuitant was a Member of the Indian Civil Service on the Bengal Establishment,—10¾ Government rupees for each pound sterling

(ii) If the annuitant was a Member of the Indian Civil Service on the Madras or Bombay Establishment—10 65 Government rupees for each pound sterling

NOTE —[The reasons for the difference in the rates of exchange are to be found in the history of the Annuity Funds The rates of exchange differ considerably in the various Service Funds]

(*b*) Provided that any annuitant, who is a permanent resident in India, ... tion of ... tran-

NOTE —[This rule applies to all officers whose pensions are stated in sterling and who, being resident in Asia take payment in India]

Transfer of Payment.

1073. Transfer from the Home treasury to an Indian treasury, and *vice versâ*, is permitted twice only.

Articles 1069—1073

Account Rules.

1074. Whenever a certificate is issued for the payment of an annuity from the Home treasury, the amount of the annuity must be stated in pounds sterling and not in rupees, and, in the case of transfer of payment from India to the Home treasury, it must be distinctly recorded that no further payment on account thereof will be made in India

1075. A Member of the Indian Civil Service who resigns the Service while he is in Europe, and who has completed the requisite period of service and residence, and elected to draw his annuity from the Home treasury, can obtain advances from the Secretary of State for India, pending receipt of the authorities referred to in Article 1067.

Payment in a Colony.

1076 Payment of annuities may be made in any of the Colonies named in Appendix No. 17 in accordance with the procedure laid down in Chapter XLIV, Articles 1051 to 1061.

Chapter XLVI.—Chaplains.

[illegible]ticle
1079
1084

[illegible] to whom made.

1077. Applications may be made to, and pensions are granted either by the Government of India, the Government of Bombay, or the Government of Madras (as the case may be), or by the Secretary of State.

[illegible] l or the Church [illegible] ed by the Local [illegible] transmission to [illegible] service, whether [illegible] on leave, and if

Applications in England.

1078. (*a*) A Chaplain proceed[illegible] ing for pension to the Governmen[illegible] the Government of Madras (as th[illegible]

(i) if he is a Chaplain on [illegible]

Articles 1074—1078.

the Church of Scotland serving in the Bengal Presidency,—from the Comptroller, India Treasuries;

(ii) if he is a Chaplain on the Bombay or the Madras Establishment or a Chaplain of the Church of Scotland serving in Madras or Bombay,—from the Accountant General at Bombay or Madras (as the case may be),

showing his service, residence, the amount of pension to which he is entitled, and the date from which his pension may be paid.

The following is the form of the certificate referred to in clause (a) —

CERTIFICATE of service and residence of *A B.*, a Chaplain of the——— Establishment, and of the amount of annuity for which he is eligible —

Total period of service	years	months	days
Total period of residence	years	months	days.

Computed up to

(Here enter the date of embarkation if that date falls within the period of subsidiary leave, otherwise the date of resignation)

Amount of annuity for which eligible £ s d

NOTE —[If the periods of residence and service are less than seventeen and twenty years respectively a medical certificate is required]

There are no demands on the books of the Government of India against *A B*

Accountant General

Forwarded to the Secretary to the Government of

N B —The above CERTIFICATE having been given on an examination of the Public Accounts up to the latest period found to be practicable on this date is not to preclude the Government of India from claiming any amount for which the above named officer may hereafter be found to be justly liable

Applications in India.

1079. A Chaplain belonging to the Bengal Ecclesiastical Establishment, who wishes to obtain pension from the Authorities in India, must submit his application to the Government of India in the *Home Department*, through the Archdeacon or Bishop of his Diocese

1080. A Chaplain belonging to the Madras or Bombay Ecclesiastical Establishment, must submit his application to the Government of Madras or the Government of Bombay, as the case may be, through the Archdeacon or the Bishop of his Diocese.

1081. A Chaplain of the Church of Scotland serving in the Bengal Presidency, who wishes to obtain pension from the Authorities in India, must submit his application to the Government of India in the Home Department, if he is not Senior Chaplain, through the Senior Chaplain of the Church of Scotland.

1082 A [illegible] Madras or Bombay must submi[illegible] Bombay, as the case may b[illegible] Chaplain of his Presidency.

1083. Th[illegible] Chaplain on the B[illegible] tland serving in t[illegible] mptroller, India [illegible] the amount of pension to which he is entitled The Government of Madras or Bombay, as the case may be, should obtain a like certificate from the Accountant General of the Presidency concerned.

Grant of Pension in India

1084 (a) In the case of the Bengal Presidency if the Chaplain's resignation is accepted, the case should be forwarded to the Finance Department of the Government of India, in which Department a Resolution will be recorded granting the pension to which the Chaplain may be entitled

(b) In the case of the Madras or Bombay Presidency the procedure is the same, but the Resolution is issued by the Government of Madras or Bombay, as the case may be

Last-pay Certificate

1085 A Chaplain to whom pension has been granted in India should be careful before proceeding to England to obtain the usual certificate of the last issue of pay or pension to him in India

Part XI.—REGULATIONS RELATING TO TRAVELLING ALLOWANCES

GENERAL ARRANGEMENT

PART XI.—REGULATIONS RELATING TO TRAVELLING ALLOWANCES.

Chapter XLVII.—Definitions and General Rules.

Section I.—Principles of Calculation.

Definitions.

1086. Travelling allowance is given to an Officer to cover the actual travelling expenses incurred by him in travelling in the interests of the public service.

1087. It is a fundamental principle that the allowance is not to be a source of profit, and, save as specially provided in these Regulations, no allowances are granted to meet the expenses of the families of Officers accompanying them when travelling on duty.

Route for calculation of Travelling Allowance.

1088. (*a*) For the purpose of calculating Travelling Allowance, a journey between two stations shall be held to be performed by the shortest of two or more practicable routes, or by the cheapest of such routes as may be equally short

(*b*) The shortest route is that by which the traveller can most speedily reach his destination by the ordinary modes of travelling

(*c*) If an Officer travels by a route which is not the shortest, but which is cheaper than the shortest, his Travelling Allowance is calculated by the route by which he makes the journey.

1089. In case of doubt the Local Government may declare which shall be regarded as the shortest of two or more routes between any two stations.

1090. The Local Government, for special recorded reasons, may permit Travelling Allowance to be calculated by a route other than the shortest or cheapest, provided that the journey is actually performed by such route.

1091. The point in any station from which a journey is to be held to commence, or at which it is to be held to end, shall be the chief public office

Page 300. Article 1091.

Add to the note under this Article :—

1090

Page 300.

Article 1092.

Clause 3 (e).

Insert the following note under this clause :—

* Excluding the Director General of the Post Office of India

*and insert a * above the words* "Postal officers" *in the first an sixth lines of the clause.*—(3) (Financial Department No 2017, dated 13th M 1892)

(b) the officers specified in Article 1171 except in cases of transfer,

(c) Police Superintendents, Inspectors and Chief Constables in Bombay employed exclusively on railways, who are not liable to have their allowances reduced when they use a free pass;

(d) officers and establishments referred to in Articles 1264, 1268, and 1268A, who are in all cases entitled to half the daily allowance ordinarily admissible

(e) Postal officers of the first, second and third classes when travelling by railway To these officers, except those provided for in Articles 1172 and 1173, travelling allowance is admissible under the ordinary rules for a journey by railway for which they are allowed or entitled to free trans...

(f) The establishment which accompanies the Commissioner in Sindh when travelling on board the S S *Jhelum*, on a certificate from the Commissioner that complete camp equipage was maintained throughout the period occupied by such journeys.

Camp Equipment and Horses.

1093. When the Local Government is satisfied that it is in the interests of the public service that an officer required to travel on public duty should send his horses or camp equipment or both by steamer or railway, it may, by special order in each case, permit him to recover, in addition to his authorised travelling allowance, the actual cost of their carriage, including, whether separately charged for or not, the cost of conveyance of one syce and one grass-cutter for each horse

NOTE—[An officer in receipt of a permanent monthly travelling allowance is not entitled to the privilege of this Article]

Articles 1092—1093.

Definitions and General Rules

1094. The *Local Government* may prescribe such limitation as it thinks fit regarding the maximum weight of *camp equipment* and number of horses to be carried by an Officer of any class or Department, and may, subject to such limitations, delegate its power of special sanction under Article 1093 to any Head of a Department or Controlling or Inspecting Officer

1095 In Burma, Article 1093 may, at the discretion of the Chief Commissioner, be applied to the carriage of horses by vessels other than steamers

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Section II —Classification of Officers

General Classification

" Officers " are

No 11.

Page 301.

Article 1096

Add the following at the end of the "Third" *clause of this Article* —

", and jail warders in the Bombay Presidency drawing more than R10 a month "—(11) (Financial Department No 2072 dated 17th May 1892)

No 89

Page 301

Article 1096

Insert the following after 'Statutory Civil Servants" in the fourth line of this article —

" Ex statutory Members of the Provincial Civil Service ' (89)

...men employed on local investigations at a distance of more than five miles from their residence, or the Court in which they sit, draw for journeys by rail double second class fare, and for journeys by road four annas a mile

1098 The *Local Government* may declare to what class an Officer, whose whole time is not retained for the Public Service, or who is paid partly or

wholly by fees, belongs, and to what daily allowance such an Officer is entitled, provided that no Officer of the second class may receive a higher daily allowance than R3, and no Officer of the first class may, without the sanction of the Government of India, receive a higher daily allowance than Ro

NOTE —[In Bombay the Travelling Allowance of Government Pleaders is regulated by special local rules]

1099 An Officer on Special Duty belongs, in the absence of a special order of the *Local Government* to the contrary, to the class to which he belonged immediately before he was placed on such duty

1100 An Officer during transfer from an appointment in one class to an appointment in another class belongs to the class to which he would belong if holding the lower of the two appointments

Temporary Employés.

1101 Whenever any person is employed temporarily, by competent authority, as an extra servant on any establishment, he is entitled to Travelling Allowances under the Rules applicable to public servants of corresponding rank permanently employed on that establishment

Combination of appointments

1102 An Officer holding either temporarily or permanently, two separate appointments is entitled only to the Travelling Allowance attached to one of the appointments, but in the case of permanent allowances, the Local Government may grant such allowance [illegible] aggregate of the allowances attached that the Officer is, by reason of holdi[illegible] additional travelling expenses beyond only one of them

1103 An Officer placed in charge of the current duties of an office is not entitled to the Travelling Allowance attached to the office, except under the special order of the *Local Government* and in the following cases —

(*a*) An Officer placed in charge of the office of a District Superintendent [illegible] rate of daily allowance (*see Part II of Appendix No 25*)

(*b*) A Survey Officer in the Survey of India, whatever his substantive rank may be draws, when in charge of a Survey Party, the Travelling Allowance of a Deputy Superintendent

(*c*) In the North-Western Provinces and Oudh Upper or Lower Subordinates when placed in charge of a district in the Buildings and Roads Branch, in consequence of the absence of a District Engineer on leave or other cause recognized by the rules of the Civil Service Regulations or Upper Subordinates when placed in charge of 'Irrigation Revenue Subdivisions,' are allowed

[illegible] This rule [illegible] ue Subdi- [illegible] s who may be placed in charge of Irrigation Revenue Subdivisions is fixed from time to time by the Government of India in the Public Works Department.

Chapter XLVIII.—Mileage Allowances.

Explanation.

1104. The rules in this Chapter are rules of calculation only; that is, they prescribe the method of calculating travelling allowances in those cases in which they are regulated by the distance travelled. The succeeding Chapters must be referred to for a definition of the circumstances under which the title to the allowances accrues.

Section I.—Travelling by Railway.

Class Accommodation.

1105. Officers travelling by railway on the Public Service are entitled to class accommodation according to the following scale —

(a) *Officers of the First Class*—First, or, where there are only two classes, upper class

(b) *Officers of the Second Class*—Second, or, where there are only two classes apart from the intermediate, upper class

(c) *Officers of the Third Class*—Intermediate class, or if there be in the train by which he is required to travel no accommodation intermediate between the second and the lowest class, then—

(i) where there are only two classes,—Lower class,

(ii) where there are three classes—

(1) if the Officer's pay is not less than R50, second class,

(2) otherwise, third class

(d) *Officers of the Fourth Class*—Lowest class, whether called lower, third, or fourth.

1106. As an exception to the preceding Article the Native Assistant to the Agent to the Governor General at Baroda, and the Lady Superintendents in

the Female Training Colleges at Ahmedabad and Poona, are entitled to first class accommodation when travelling by railway.

Ordinary Allowance.

1107. (a) The allowance admissible to an Officer of the first, second, or third class for journeys by railway, is double the fare of the class in which he is entitled to accommodation

(b) An Officer of the fourth class draws as Travelling Allowance the fare of the class in which he is entitled to accommodation

Exception —The undermentioned Revenue and Forest Officers in Madras receive mileage at the following rates when 'travelling by railway" with *camp equipment* within their jurisdiction:—

	Annas
	6
	4
	3

Higher Class for Lower Fare.

1108. When an Officer is entitled to travel in a higher class at a lower fare, his Travelling Allowance must be reduced by the amount by which the fare of the class in which he travels exceeds the fare actually paid

Unopened Line.

1109. (a) [illegible]
elling on an u[illegible]
in addition to [illegible]
ances, i e.—

If an Officer of the first class		1¼ annas
Ditto	second,	9 pies
Ditto	third or fourth class	3 „

(b) This Article is not applicable to Officers of the Consulting Engineer's Department, or to Officers attached to open lines of railway.

(c) An Officer cannot draw any other allowance in lieu of, or in addition to, this special allowance, except—

(i) when he makes a journey of less than twenty miles partly by trolly and partly by road, in which case he can only draw daily allowance for the whole journey,* and

(ii) when he remains absent from head quarters for a night, in which case he can draw, at his option, either daily allowance, or the allowance admissible under this Article

(iii) when the conditions of Article 1166 (a) are satisfied, in which case he may draw also the allowances admissible under that Article

NOTE —[The special allowance declared admissible by this Article is not affected by Article 1092]

* When the journey is more than twenty miles and is made partly by road and partly by trolly the allowances are regulated by Article 1170 (ii)

Section II.—Travelling by Sea or River.

Scale of Accommodation.

1110 [illegible] a river [illegible] the amo[illegible] scale:—

(a) *Officer of the First Class*—First class accommodation for himself, and lowest class accommodation for two or (if the Officer's salary is not less than R1,000) three servants.

(b) *Officer of the Second or Third Class*—Middle or second class accommodation for himself and lowest class accommodation for one servant.

1. If there are only two classes of accommodation in a steamer, an officer of the second class is [illegible] the [illegible]her of the two classes, and an officer of the third class to [illegible] If there are four classes of accommodation, an Officer of [illegible] class accommodation and an Officer of the third class to [illegible]

(c) *Officer of the Fourth Class*—Lowest class accommodation.

1111. The preceding Article is subject to the following provisos:—

(a) An Officer of the second class whose pay is not less than R200 may elect for any journey to claim accommodation under clause (a), in which case he will also come under the other rules in this Section applicable to first class Officers.

(b) The Head of the Office may direct that any non-gazetted Officer whose pay does not exceed R80 shall be allowed accommodation under clause (c) only.

1112. The Director of the Indian Marine, when travelling on duty by sea or in a river steamer, may recover the actual cost incurred by him in securing reserved *accommodation up to an amount not exceeding double that admissible* as passage-money for himself under Article 1110 (a).

1113. Local Governments shall have power to decide to what class of accommodation any particular Officer is entitled, in cases of doubt or in cases in which, owing to the arrangement of the classes on the steamer, the rules, if construed strictly, involve hardship.

1114. Except as provided in Articles 1093, 1205, and 1208, no more personal luggage can be carried at the expense of the State than the quantity the freight on which by custom is included in the charge for passage.

Table-money.

1115. If board is provided on the vessel either by its owners or its Com- ... ard, whether actually included in ... s passage-money for the purpose of ... money is recovered from an Officer of the first class (other than a *Native of India*, hindered by caste or other scruples from availing himself of the board so provided) at the following rates for every day on which dinner is provided for him on board —

(i) If the board includes wines and liquors, three-twentieths of salary up to a maximum of R8

(ii) If the board does not include wines and liquors, three-fortieths of salary up to a maximum of R4

1116 If board is not provided on the vessel, or, though provided, cannot, owing to caste or other religious scruples, be availed of, an Officer of the second, third, or fourth class is entitled to table-money for every day on which he dines on board—

(i) At the rate of daily allowance prescribed in Article 1167, subject to a minimum of four annas for himself and for each member of his family for whom passage-money is admissible and who is not less than six years of age; and

(ii) At half such rate for each such member of his family who is less than six years of age.

Explanation—Table money is not recovered from an Officer of the second third, or fourth class in the case mentioned in Article 1115, nor paid to an Officer of the first class in the case mentioned in Article 1116

1117. As an exception to Articles 1115 and 1116, *Port Officers* are entitled to table money at the rate of daily allowance prescribed in Appendix No 20

1118 A second class passenger is not entitled to be supplied with mess at the Commander's table, unless no other mess is provided on the steamer

1119 When the route by which an Officer is entitled to draw Travelling ... ber of days which the passage occupies, such average, in case of doubt, being determined by the Local Government.

Government Vessels.

1120 An Officer is bound to travel in an Indian Government vessel, if suitable accommodation be offered to him

1121 (a) Articles 1110 and 1111 apply, so far as regards the nature and amount of accommodation to be furnished, to an Officer travelling otherwise than on payment of passage-money in a vessel the cost of which is paid by the State or from *Local Funds*. Article 1204 applies to such an Officer

... Officer travelling by a vessel the crew of ... *Local Funds*, but by the Officer using it ...

1122. The rates payable to Commanders of Indian Government vessels for the entertainment on board of such vessels of Officers of the first and second classes, together with their families and servants, and all Officers in inferior service, when such Officers travel as ordinary passengers, are given in Appendix No. 21.

1123. The rates payable for the entertainment of any Officers and their families on board Her Majesty's ships of war in the Indian seas, and for the entertainment on board of an Indian Government vessel of Officers travelling on special occasions, are contained in Tables I and II in Appendix No. 21.

NOTE.—[The Superintendent of Port Blair when crossing on board the station steamer travels in his capacity of Superintendent, and not of Chief Commissioner. The rates payable for his entertainment are therefore those provided in Article 1122.]

Crossing River by Steamer.

1124. The Rules in this Chapter apply to an Officer crossing a river by steamer in the course of a journey, but when [illegible] applied.

Embarking and Disembarking.

1125. In addition to passage-money an Officer travelling by sea shall be reimbursed the actual expenses incurred by him in embarking and disembarking at ports, *i.e.*, the charges from the quay to the vessel, such as wharfage-fees, boat hire, and the like. Charges incurred on shore may not be reimbursed under this Article.

Section III.—Travelling by Road.

Definition.

1126. Travelling by road includes travelling by sea or river otherwise than in a steamer (*e.g.*, by steam launch or by boat), and travelling by canals.

Ordinary Mileage Rates

1127. For journeys by road, mileage allowance is calculated at the following rates:—

Officers of the 1st class	8 annas
" " 2nd "	4 "
" " 3rd "	2 "
" " 4th "	1 anna

provided that (except in cases of transfer) a Non-gazetted, Ministerial, or Menial Officer is only entitled to *actual travelling expenses* not exceeding the rate for his class. [*See Rule 1 under Article* 1170 (ii)]

1128. In calculating Travelling Allowance at mileage rates, fractions of a mile should be omitted, but only in the total of a bill for any one journey, and not in the various items which make up the bill.

Special Mileage Rates.

1129. (*a*) The under mentioned Revenue and Forest Officers in Madras receive mileage at the following rates when travelling on tour within their respective districts or charges —

	Without Camp. Annas	With Camp Annas
Collectors and Conservators	8	12
Sub Collectors Head Senior and Special Assistant Collectors Deputy Conservators and Forest Settlement Deputy Collectors	6	8
Assistant and Deputy Collectors and Assistant Conservators	4	6

(*b*) A *junior Port Officer* in Madras, although of the second class, draws a mileage of eight annas for a journey on tour

(*c*) An Overseer in the Public Works Department draws a mileage of only two annas, even though he belongs to the second class

(*d*) Joint and Assistant Inspectors of Schools in Bengal draw a mileage of six annas for a journey on tour.

1130 An Officer travelling by boat in Assam is entitled to mileage at half the rate for his class

Special Conveyance.

1131. (*a*) When an Officer of a class lower than the first is required by a [illegible] ost of [illegible] only [illegible], the actual cost of transit by such means may be drawn in lieu of such daily allowance or mileage.

(*b*) When the actual cost of transit is drawn under this Article, the bill must be supported by a certificate signed by the superior authority and countersigned by the controlling authority, certifying that the use of the special means of conveyance was absolutely necessary, and specifying the circumstances which rendered it necessary.

(*c*) The *Audit Officer* will report, for the orders of the *Local Government*, any case in which the concession appears to have been improperly granted

Articles 1128—1131

Chapter XLIX.—Travelling Allowances for Journeys on Tour.

Section I.—General Rules.

Title to Allowance

1132. An Officer other than one of those referred to in Article 1133, whose

No. 52.

Page 309

Article 1132.

Insert the following after the words Public Officer *in the secon line of Rule 2 under this Article —*

"which he is not bound to attend free of charge as a part of his regular duties" (Offic Diary No 63 of 1893)

... in Appendix No 22 has been fixed so as to compensate them for the cost of ordinary journeys (other than journeys performed by rail or steamer) within their respective jurisdictions. These officers are not entitled to Travelling Allowance for such journeys. When travelling by rail or steamer within jurisdiction these officers are entitled to the Travelling Allowance admissible under Chapter XLVIII, Articles 1105 to 1125

(*b*) Such an Officer, when proceeding under proper authority beyond the circle of his ordinary jurisdiction, is entitled to Travelling Allowance for the entire journey, including such part of it as is within his circle

(*c*) The Judicial Commissioner, Central Provinces, is also under this rule, and is not entitled to any Travelling Allowance for journeys on duty within his jurisdiction

1134. The *Local Government* is empowered to add to Appendix No 22 subject to confirmation, on report of its proceedings to the Government of India.

Limits of Ordinary Jurisdiction.

1135. A Local Government may fix the limits of ordinary jurisdiction for any Officer or class of Officers, and may impose restrictions upon the duration

and frequency of the journeys of any Officer or class of Officers on any specified duty

Journeys beyond Jurisdiction

1136 The sanction of his immediate superior is sufficient authority for any Officer or subordinate proceeding on duty beyond the limits of his charge, but within those of the jurisdiction of such superior

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Article 1137

After the word "chargeable" *in line 4 of this article insert the words* "wholly or partially", *and before the word* "chargeable" *in line 5 insert the word* "wholly" (6)

1140 An *Accountant General* may, under the orders of the Local Government, pass travelling allowance, or travelling expenses (according to these Regulations) to the Head of an Administration, when he travels on the public service in India outside his jurisdiction, and to any member of his Personal or Secretariat Staff in attendance on him Such an order is, with reference to the Statute 3 and 4 Will IV, Cap 85, s 79, sufficient authority to the *Accountant General* for assuming that the absence is on the known actual service of the Government

Tents

1141 (*a*) The Local Government is empowered to lay down the scale of Government tents to be supplied for the use on tour of any particular Officer or class of Officers for office and, if it think fit, private purposes

(*b*) When Government tents are used only for office purposes by an Officer on tour they are carried at Government expense

(*c*) When Government tents are used partly for office and partly for private purposes, the Officer so using them must, save as provided in Article 1093 pay half the cost of carriage

(*d*) When Government tents are used wholly for private purposes, the Officer so using them must, unless the case is met by Article 1093, pay the whole cost of their carriage

Tentage Allowances

1142 An allowance called tentage is made to the Officers mentioned in Appendix No 23, to enable them to provide themselves with tents required for their use on tour Tents so provided are not Government tents within the meaning of the preceding Article

1143 When an Officer proceeds from one appointment which carries tentage, to another, which also carries tentage, he may draw tentage at the lower of the two rates, during joining time between the two appointments

NOTE.—[See Rule 1 to Article 1140]

1144. An Assistant Superintendent of the Bombay Revenue Survey Department, who is temporarily in charge of a second party, during the absence of another Officer, may draw an additional tentage allowance equal to half the full allowance In cases, however, in which this rule would cause hardship, the full allowance may be given under the authority of the Government of Bombay.

Section II.—Permanent Allowances.

Conditions of Grant.

1145. A permanent monthly Travelling Allowance is granted in lieu of all other Travelling Allowances (except Tentage under Article 1142) for journeys within an Officer's circle of duty, and is drawn all the year round, whether the Officer entitled to it is at the time absent from his head quarters or not Officers in receipt of permanent monthly travelling allowance should deduct, from the amount drawn each month, the value of the fares for any railway journeys for which they have used a free pass during the month

1146 There are the following exceptions to the preceding Article —

(a) [illegible] the Central Provinces is entitled, for a journey [illegible] without deduction of permanent allowance, [illegible] ommissioner of the District that the journey by rail was necessary, and that the Darogah has duly earned the monthly allowance

(b) Police Inspectors in Madras and Bombay, who draw permanent monthly Travelling Allowance, may draw single railway fare for a journey by rail, in addition to permanent allowance

Under what Conditions exchangeable.

1147. The Local Government may, either by a general order applying to a class of Officers or, by a special order, permit an Officer, whose circle of duty extends beyond the limits of a single district, to draw, whenever his *actual travelling expenses* for a duly authorised journey on public duty by *public conveyance* exceed double the amount of his permanent allowance for the [illegible] the difference between such double permanent [illegible] .pter XLVIII, in addition

1148 An Officer in receipt of a permanent monthly allowance may, when proceeding, under proper authority, beyond his jurisdiction, exchange his per-

manent allowance for the entire journey, including such part of it as is within his jurisdiction, for the allowances admissible under Article 1170, the daily allowance being taken to be one-thirtieth of permanent monthly allowance.

Not drawn during Leave, etc.

1149. A permanent monthly allowance cannot be drawn during absence on leave of any description, or joining time between appointments, or for any period for which Travelling Allowance of any other kind is drawn. But save as provided in this Article, a permanent allowance may, at the option of the Officer receiving it, be drawn in lieu of any other Travelling Allowances admissible under these Regulations.

1 The Officer deputed to compile the Administration Report of the Bombay Presidency is entitled to draw any permanent Travelling Allowance and Tentage, to which he would be otherwise entitled during such deputation.

Rate of Allowances.

1150 (*a*) Permanent monthly allowances are granted to the Officers named in Appendix No. 24 at the rates shown therein

(*b*) Additions to this Appendix can be made only with the sanction of the Government of India

1151. (*a*) T [illegible] of a circle, divi[illegible] lieu of all other [illegible]

	R
To an Officer in charge of a circle	150
To an Officer in charge of a division—	
(i) if a member of the controlling staff or a Sub-Assistant Conservator	100
(ii) if below the rank of Sub Assistant Conservator	50
To an Officer in charge of a range—	
(i) if a member of the controlling staff or a Sub-Assistant Conservator	60
(ii) if below the rank of Sub Assistant Conservator	20

[illegible] travelling is unusually costly, [illegible] ious sanction of the Govern- [illegible]

1152 *Conservators of Forests in Madras may grant a Forester not in charge* of a Range a permanent monthly Travelling Allowance not exceeding R8.

1153. Munshis and Clerks attached to Canal Divisions of the Public Works Department, who are liable to be at any time required to go on tour, may, at the option of [illegible] nthly allowance of R7½ to [illegible] llowances admissible under [illegible]

Articles 1149—1153

Section III.—Daily Allowances—Conditions.

Conditions of Grant.

1154 (*a*) A daily allowance is intended to cover the ordinary daily charges of an Officer on tour, it is drawn only during absence from head quarters on duty, including the period of halts on duty, or on an authorised holiday, during such absence.

(*b*) Save where otherwise expressly provided, daily allowance is inadmissible for journeys, or halts in the course of journeys, under any other chapter of these Regulations.

Beginning and End of Tour.

1155 The period of absence from head-quarters begins on the *day* on which the Officer actually leaves head-quarters, and ends on the *day* on which he returns to them It is not reckoned by the departure or return of his *camp equipage.*

1156. (*a*) The *Local Government* may apply the provisions regarding a halt at head quarters, contained in Article 1164, subject to the conditions and certificates therein
strictions as may s
departure from, o
equipage

(*b*) In the case of Officers in Sindh, the Local Government may similarly apply the provisions of Article 1164 to the period, if any, intervening between the engagement of *camp equipage*, and the departure from head quarters on tour.

Minimum Limit of Distance.

1157. No Travelling Allowance, other than a permanent monthly allowance, is admissible for any *day* on which an Officer does not reach a distance exceeding five miles from head-quarters, or return thereto from a distance exceeding five miles But an Officer travelling on duty within five miles of head quarters is entitled to draw the actual amount spent by him in payment of ferry and other tolls or railway fare.

Articles 1154—1157.

Regulations relatin

1158. There are the following

(a) No Travelling Allowance, c
is admissible to a District Superi
of Police for visiting a Police Sta
unless he travels at least twenty r ... 1157" —(a) (General

1 In this clause "Tour" means a journey
head-quarters for two or more consecutive nights, and the
or posts

(b) In the Bombay Presidency, general duty Karkuns, Talatis deputed on duty outside their jurisdiction, and such Excise (Abkari) Inspectors and Sub-Inspectors as do not receive a horse allowance, and in Calcutta, Income Tax Assessors, are exempted from the operation of the rule.

Halts during Tour.

1159. A daily allowance may not be drawn for more than ten days of a halt at one place But the *Local Government* may exempt any officer from the operation of this rule—

(i) in special cases in which it is satisfied that the prolonged halt was necessary in the interests of the public service, and that it was necessary to maintain *camp equipage* during it, or

(ii) by a general rule applicable to Officers whose duty is such as to bring them frequently under clause (i), and subject to any limits or conditions it thinks fit to impose

Explanation—An Officer who remains more than ten days halted at a place may, after the [illegible]

1160 The following Officers have under clause (ii) of the preceding Article been exempted from the operation of the general rule in that Article —

(a) Officers in Sindh and Biluchistan and their establishments (subject to the necessity for the production of certificates similar to that mentioned in Article 1161).

(b) Political Officers in Turkish Arabia and the Persian Gulf and their establishments

(c) The British Girasia Agent, Baroda.

(d) Officers of the Forest Department and their establishments

(e) Officers of the Public Works Department employed on surveys

(f) A Police or any other officer attending a fair, durbar, or agricultural exhibition, when the Magistrate of the District certifies the necessity of his presence

1161. The following special rules have been prescribed under clause (ii) of Article 1159 —

(a) To Officers of the undermentioned Departments, the Head of the De-

partment may pass either full or half allowance for halts of more than ten days at one place —

(1) Survey Department

(2) Telegraph Department

(3) Archæological Survey Department

(4) Geological Survey Department

(b) To Officers of the Settlement Department and their establishments full or half allowance may be granted by the Local Government, or by any Officer of not lower rank than Settlement Commissioner, to whom the Local Government may delegate its powers in this behalf

1162 The following Officers and establishments have been for special reasons exempted absolutely from the operation of Article 1159 —

(a) The Secretariat staff and establishment of the North Western Provinces Government when halting with the Government at Lucknow, and the Burma Secretariat staff and establishment when halting with the Chief Commissioner at Mandalay

(b) The Deputy Auditors General and the Deputy Accountant General, Public Works Department, and their establishments

(c) The Inspector of Local Fund Accounts, Madras, and his assistants

(d) Chief Superintendents and clerks of the Accountant General's Office, Bombay, when deputed on inspection duty under orders of the Accountant General

(e) Officer of the Opium Department employed on settlement or weighment duties

(f) Establishments accompanying Revenue Officers on their visits to the Laccadives

(g) Clerks and Potadars of the Currency Department travelling in charge of remittances Provided that the Commissioner of Paper Currency certifies that detention for a longer period than ten days was unavoidable

(h) Draughtsmen in the Divisional Offices under the control of the Quarter Master General, Bombay, when specially detached on survey duty

(i) *The Assistant Superintendent in the Special Branch of the Thagi and* Dakaiti Department and his clerk when in Calcutta with the head quarters of the Government of India

(j) Menial servants in all departments

(k) Local Auditors in Bengal

(l) Officer in charge of light houses on the Coast of Burma, while actually detained on duty in any of these light houses

(m) The clerk who accompanies the Inspector General of Ordnance, Bombay Circle, on tour to Bombay

1163 A general duty Karkun in Bombay draws daily allowance for the first 120 days of absence from head quarters in each financial year irrespective of the limit of the duration of halts imposed by Article 1159 For periods of absence after the first 120 days, the limit imposed by Article 1159 is applied

Halts at Head-quarters.

1164 (*a*) *A Local Government* may, by general or special order, permit any officer or class of officers to draw, during a halt at head-quarters, the actual expense (not exceeding the daily allowance) of keeping up *camp equipage* (when it is necessary to do so) during a halt Provided such actual expense may not be drawn for a longer period than twenty-one days in Sind or Rajputana, and ten days in other places

Explanation —A halt is not interrupted for the purpose of this rule by an absence on duty from the place of halting for less than three nights

(*b*) An officer drawing an allowance under this Article, for a halt at head-quarters, must certify that he has during such period kept up the whole or [illegible] the expense so incurred [illegible] case of a non gazetted [illegible] that it was necessary for such officer to keep up the whole or a part of his *camp equipage*, as the case may be

(*c*) Except in the case of officers to whom Article 1158 (*b*) applies, a halt within five miles of head quarters in the course of a tour is, for the purpose of this Article, treated as a halt at head-quarters.

Head-quarters defined.

1165. The Local Government may determine, in case of doubt, what are the head-quarters of any officer serving under it.

Cumulative Allowances.

1166. (*a*) An officer compelled, on a sudden emergency, to leave his camp and proceed rapidly on duty to a place more than twenty miles distant may, *under the special order of the Local Government, draw the actual expense* of maintaining such camp not exceeding the daily allowance, in addition to the allowances admissible under Chapter XLVIII, whether the camp be moved or not

(*b*) The *Local Government* may delegate its power under this Article to the head of a department

1166A. An officer entitled to daily allowance, whose jurisdiction extends over a whole Province, may, when making a journey of over a hundred miles to the first and from the last camp of a tour, in lieu of the daily allowance admissible for the days occupied by such journey, recover the whole necessary expenditure incurred thereupon, including the conveyance of camp equipment, servants, and private baggage The number of servants and the quantity of private baggage *to be thus charged for should be fixed by the Local Government* to which he is subordinate.

Section IV.—Daily Allowances—Rates.

Ordinary Rates.

1167. An officer of the first, se[illegible] No 25, is entitled to a daily allow[illegible] tioned in the Appendix is entitled [illegible]

(i) An officer of the first class, R5.

(ii) An officer of the second class, four annas for every R25 or fraction of R25 of the *pay* or maximum *pay* of the appointment which he holds, subject to a maximum of R3.

(iii) An officer of the third class, two annas for every R12½, or fraction of R12½, of the *pay* or maximum *pay* of the appointment which he holds, subject to a minimum of six annas in the Bombay Presidency, or four annas elsewhere.

(iv) An officer of the fourth class, two annas if his *pay* exceed R8, and one anna if his *pay* is R8 or less.

NOTE—[When used in Appendix No 25 the term "Local Government" includes only the Governments of Madras, Bombay, Bengal, North Western Provinces and Punjab]

Exceptions.

1168. There are the following exceptions to the preceding Article:—

(*a*) An officer of the second, third or fourth class in the Forest Department is entitled to daily allowance one-third greater than that admissible under the preceding Article.

(*b*) The *Local Government* may grant to any inferior servant accompanying an Inspecting or Controlling Officer, whose circuit of inspection or control extends beyond the limits of a single district, a daily allowance of two annas

(*c*) The Vice Consul at Jeddah and the Vice-Consul for Hodeida and Kamaran, when travelling in their Vice-Consular capacity on the public service in the Hedjaz, Red Sea, etc., will be reimbursed their *actual travelling expenses* and receive in addition £1 per diem for subsistence

(*d*) The office establishments of the Director General of Railways, moving with him as Deputy Secretary to Government in the Public Works Department from Simla to Calcutta and back every year, are entitled to an extra allowance of 30 per cent. on their salaries for the whole period of their absence from head-quarters (Simla), except for the days for which they draw travelling allowances for railway and other journeys.

(*e*) Peons employed under His Excellency the Commander-in-Chief (in his capacity of Member of the Executive Council of the Viceroy) are entitled

to an allowance of one-third of their salary for the whole period of their absence from Simla on tour.

(*f*) The duffadar and two peons attached to His Excellency the Commander-in-Chief of Madras as Member of Council are entitled to similar allowances during their absence from Ootacamund on tour

(*g*) Clerks and inferior servants accompanying His Excellency the Viceroy or a Member of the Council of the Governor General on tour draw extra allowances at rates varying with their *salaries*, according to the following scale These allowances are admissible for the whole period of the tour Travelling allowance admissible under Chapter XLVIII may be drawn in addition to these allowances —

(i) Clerks on salaries of less than R100—Full salary, provided the sum of salary and allowance does not exceed R150 a month

(ii) Clerks on salaries of not less than R100, but less than R200—Half salary, provided the sum of salary and allowance does not exceed R266⅔ a month.

(iii) Clerks on salaries of R200 and above—One-third salary to a maximum of R200 a month

(iv) Inferior servants—One third salary.

(*h*) Village Accountants (Talatis) in Bombay, when deputed on duty outside their jurisdiction, draw daily allowance at five annas.

(*i*) The Head Commissioner of the department of Issue of Paper Currency may grant to clerks and peons deputed to accompany a remittance of twenty lakhs or more, daily allowance at the rates shown below for the necessary period of their absence —

Clerks	R2½
Peons	annas 4

and in special cases where the remittance is below twenty lakhs, an allowance not exceeding 4 annas a day or 50 per cent of their salaries to any officers of the 4th class.

(*j*) Clerks and the Hospital Assistant accompanying His Honour the Lieutenant Governor of the Punjab on tour are granted a special allowance of one-third salary, subject to a maximum of R50 and a minimum of R20 a month, from the date on which the Lieutenant-Governor's camp leaves headquarters to the date of its return Inferior servants are entitled to the free carriage of their baggage

Public Works Secretariat.

1169. (*a*) An officer of the Public Works Department holding an appointment in a Secretariat, or any other special appointment, draws the daily allowance of his class in the Department, in the absence of a special order of the Government of India.

(*b*) Clause (*a*) does not apply to Secretaries or Joint Secretaries to the Government in the Public Works Department of Madras, Bombay, Bengal, the North-Western Provinces and Oudh, and the Punjab, when travelling with the Governor or Lieutenant-Governor, who are then entitled to the daily rate shown in entry No 46 of Part I, Appendix No. 25.

Section V.—Mileage in lieu of Daily Allowances.

When daily Allowances are exchangeable.

No. 1.

Pages 308 and 319.

Articles 1127, 1170 (ii),

and Rule 1 under 1170 (ii).

Strike out the comma which appears between the words "Non-gazetted" *and* "Ministerial" *in these Articles, and insert* "a" *between* "or" *and* "Menial". (1) (Official Diary No 8401 of 1889)

orders —

(iii) if he travels partly by road and partly by rail or steamer, or both—

(1) in

c

(2)

both, as the case may be.

1170A. In the case of officers whose salary does not exceed R200 a month, the Local Government may, by general or special order, and subject to such

Articles 1170—1170A.

conditions as it thinks fit to impose, permit any officer or class of officers to draw allowances admissible under Chapter XLVIII for the whole period of any absence from head-quarters, on condition that no daily allowance is drawn for such period if it considers that their duty is such that the daily allowance is not sufficient to cover travelling expenses.

Officers attached to Railways

1171 The following officers, whose duties require them to travel constantly by railway, are not entitled to allowances under Chapter XLVIII, Articles 1105 to 1109, for journeys within the limits of the railway to which they are attached, but are granted their daily allowances for any *day* on which they are absent from their station for more than eight hours, in addition to a free pass, or if they are not allowed a free pass, the fares for themselves and for the servants and baggage accompanying them which a free pass would cover —

- Assistant Inspector General, Railway Police
- Police Officers in charge of Railway Police
- All officers and men of State Railway Police.
- All officers of the Public Works and Telegraph Departments, and Medical Subordinates attached to open lines of Guaranteed or State Railways, except the Train Staff or Running Establishment
- The Additional Clergy Society's *Chaplain* at Indore

1 This Article does not apply to cases of transfer from one line to another, but it applies, except in cases of transfer to officers travelling on duty over railways other than those to which they may be attached

2 Inspectors of maintenance on State Railways are not entitled to draw the allowances described in this Article except when they are under special circumstances absent from head-quarters for more than four hours between 9 P M and 6 A M, such absence being certified by the head of their department

[NOTE —The time thus spent on the road or steamer journey must be neglected by the officer in calculating the duration of absence from his station for the purpose of claiming daily allowance under this Article]

Postal (Mail) Officers.

1172 Superintendents and Assistant Superintendents, Railway Mail Service, for journeys by railway, and Superintendents of Mail Carts for journeys by postal conveyance within the limits of the railways and lines to which they are attached, are entitled only to free conveyance, and to their daily allowance for any *day* on which they are absent from their head quarters for not less than six consecutive hours

NOTE 1 —[Superintendents and Assistant Superintendents Railway Mail Service when on deputation beyond the limits of the railways and lines to which they are attached and those not attached to any railways or lines are entitled to special daily allowances at the following rates —

Superintendents . .	R6 a day of not less than six consecutive hours.
Assistant Superintendents	R4 " " "]

2 —[In case of transfer the officers mentioned in this Article are entitled to travelling allowance under rule 3 (*e*) of Article 1092]

1173 Superintendents and Assistant Superintendents, Railway Mail Service, may also draw daily allowance, if they are absent from head quarters for a continuous period of six hours, forming part of one *day* and part of the next, Provided that if further daily allowance on account of any other journeys is earned under the preceding Article on both the *days*, it shall be drawn for only one of the two *days*

Survey Officers.

1174 The following special rules apply to officers in the Survey of India and of Madras —

(i) A Survey Officer may, for a journey in the field, exchange his daily allowance for the allowance admissible under Chapter XLVIII only when he is specially authorised by the Surveyor General or Deputy Surveyor General, and when he has to travel by *public conveyance*, or is employed on special duty

(ii) Whenever for a journey to or from the field or any other journey in which an officer has to travel with *camp equipment*, the actual expenses by *public conveyance* of a Survey Officer, including charges for servants and baggage, not exceeding the limit named in the table below, exceed the amount admissible under Chapter XLVIII, he may for such journey, in lieu of the amount so admissible, draw such actual expenses on a bill prepared in sufficient detail and countersigned by the Surveyor General or Deputy Surveyor General —

	When obliged to travel with *camp equipment*	Otherwise
Servants	No	No
For an officer of not lower rank than an officer in charge of a party	6	3
For an Assistant Superintendent or Surveyor 1st grade	4	2
For a Surveyor of any other grade or Assistant Surveyor	3	1
Camp Equipment and Baggage	Mds	Mds
For an officer of not lower rank than an officer in charge of a party	35	12
" "	25	8
" "	15	5
" "	8 } 5 }	2

(iii) When the actual expenses for a whole month for carriage in the field of *camp equipment* and baggage, limited as in the preceding clause, exceed half the daily allowance admissible for that month, a Survey Officer may appropriate half his daily allowance to pay for *camp equipment* and extra servants, and in lieu of the other half of the daily allowance may recover such actual expenses by bills prepared and countersigned as in the preceding clause When coolies are employed, *camp equipment* and baggage must be limited to half these weights

1175 Clause (ii) of the preceding Article applies to officers of the Geological Survey, the bill in their case being countersigned by the Director

Other Special Cases

1176 (a) An Inspector, Postal Department, may not exchange his daily allowance for mileage, but when travelling by rail he draws single fare of his class and single lowest class fare for one servant (if actually paid) in addition to his daily allowance

(b) An Income Tax Assessor in the interior of Bengal is not entitled to exchange his daily allowance for mileage

Inferior Servants.

1177. An officer in inferior service, if entitled to daily allowance under Article 1132, may, for a journey by railway, draw his daily allowance in addition to railway fare An officer in inferior service named in Appendix No 22 may draw daily allowance in addition to the fare admissible under Article 1133 (b), but not in addition to the fare admissible under Article 1133 (a)

Section VI – Conveyance Allowances

Conditions of Grant

1178 When an officer has a large amount of travelling at or within a short distance from head quarters, for which travelling allowance is inadmissible under the Regulations for "Journeys on Tour" a permanent conveyance or horse allowance is granted to him, which is drawn like salary all the year round

How affected when on Tour or on Leave

1179 (a) Save as provided in Article 1183 (b), a permanent conveyance allowance is not forfeited during absence from head quarters, and may be drawn in addition to any other travelling allowance admissible under these Regulations

(b) It is, however, inadmissible during joining time or save as provided in the note to Article 300 and in Articles 302, 303 and 1180 during leave of any description

1180. A conveyance allowance may be drawn by an Archdeacon, a Senior Chaplain of the Church of Scotland, or a Chaplain on privilege leave, provided it is not drawn by his *locum tenens*

To whom granted.

1181. The rates of conveyance allowance and the officers to whom it is granted are shown in Appendix No 26

Additions to this Appendix can be made only with the sanction of the Government of India.

1182. A monthly allowance of R2 is granted to a schoolmaster in Sind who has to inspect a branch school, on condition that he visits the branch school once a week if within three miles, and once a fortnight if at a greater distance

Public Works, Telegraph and Forest Departments.

1183. (*a*) A conveyance or horse allowance not exceeding the amount shown in each case in the following table may be granted to a subordinate named in the first column of the table by the authority specified in the third column if such subordinate has a large amount of travelling at or near head-quarters

(*b*) This allowance is forfeited whenever daily allowance or road mileage is drawn

(*c*) The

of these offi

cases being

1	2	3
Subordinate to whom conveyance allowance may be granted.	Amount of allowance	Authority empowered to grant allowance
Public Works Department	R	
Upper Subordinate	30	Manager and Engineer in Chief of State Railways; Superintending Engineer of Irrigation Buildings and Roads or Military Works Branch
Canal Zilladars	15	
*Lower Subordinate	15	
Assistant Surgeon or Civil Apothecary	15	
Hospital Assistant	7½	
Ditto	15	Local Government (in special and exceptional cases)
Apprentice Overseer	15	Principal, Thomason Civil Engineering College, Rurki
Cashier	15	Local Government
Telegraph Department		
Upper Subordinate	30	Director General of Telegraphs
Forest Department		
Hospital Assistant	7½	Government of Bengal.

* A lower subordinate placed in charge of a regularly constituted subdivision in Rajputana and Central India may under the special orders of the Local Government be allowed to draw horse allowance not exceeding the rate admissible to an upper subordinate

1175 Clause (ii) of the preceding Article applies to officers of the Geological Survey, the bill in their case being countersigned by the Director

Other Special Cases.

1176 (*a*) An Inspector, Postal Department, may not exchange his daily allowance for mileage, but when travelling by rail he draws single fare of his class and single lowest class fare for one servant (if actually paid) in addition to his daily allowance

(*b*) An Income Tax Assessor in the interior of Bengal is not entitled to exchange his daily allowance for mileage

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1178. When an officer has a large amount of travelling at or within a short distance from head quarters, for which travelling allowance is inadmissible under the Regulations for "Journeys on Tour," a permanent conveyance or horse allowance is granted to him, which is drawn like salary all the year round.

How affected when on Tour or on Leave.

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Public Works, Telegraph and Forest Departments.

1183. (*a*) A conveyance or horse allowance not exceeding the amount shown in each case in the following table may be granted to a subordinate named in the first column of the table by the authority specified in the third column if such subordinate has a large amount of travelling at or near head-quarters

(*b*) This allowance is forfeited whenever daily allowance or road mileage is drawn

[illegible]

1	2	3
Subordinate to whom conveyance allowance may be granted	Amount of allowance	Authority empowered to grant allowance
Public Works Department	R	
Upper Subordinate	30	Manager and Engineer-in-Chief of State Railways
Canal Zilladars	15	Manager and Engineer-in-Chief of State Railways
*Lower Subordinate	15	Superintending Engineer of Irrigation Buildings and Roads or Military Works Branch
Assistant Surgeon or Civil Apothecary	15	Superintending Engineer of Irrigation Buildings and Roads or Military Works Branch
Hospital Assistant	7½	Superintending Engineer of Irrigation Buildings and Roads or Military Works Branch
Ditto	15	Local Government (n special and exceptional case[s])
Apprentice Overseer		…l, Thomason Civil Engineering College,
Cashier		Government
Tele…		
Upper Subordi…		Director General of Telegraphs
Forest De…		
Hospital Assistant	…½	Government of Bengal

* A lower subordinate p… charge of a regularly constituted subdivision in Rajputana and Central India may, under t… special orders of the Local Government, be allowed to draw horse allowance not exceeding the rate admissible to an upper subordinate

1184. (a) The Director General of Railways may grant a conveyance or horse allowance to subordinate employés on open lines of railway, in cases where the use of a trolly is, in his opinion, a source of danger or of inconvenience, whether with reference to the physical features of the line, or to the passage of public trains

(b) The allowance, which is not to exceed R30 a month for an officer who ranks with an upper subordinate, and R15 a month for an officer who ranks with a lower subordinate, should be given on the understanding that an employé who draws it is on no account to be allowed the use of a trolly on the length in question, and cannot draw ordinary travelling allowance while in receipt of this allowance

1 Sub Inspectors of Maintenance on the Bolan Railway, who are prohibited from using trollies may be given allowances not exceeding R30 a month under this Article

Section VII.—Conveyance Hire

No. 9.

Page 324

Article 1185.

After the word "appertains" *in the sixth line of this Arti insert the following* —

"or is, outside the ordinary course of duty, suddenly summoned to, or spatched from, office or some place in the neighbourhood on urgent business"

(9) (Financial Department No 2063 dated 18th May 1892)

1186 The *Local Government* may grant to any officer summoned temporarily on duty to a Presidency town or to Rangoon such conveyance allowance not exceeding R3 a day as it thinks fit, provided that an officer may not draw conveyance allowance under this rule if or while he is entitled to a daily travelling allowance under these Regulations

Special Rules, Bengal Presidency.

1187. (a) An Op[illegible]
the unloading, &c., of [illegible]
ling allowance which [illegible]
R2 if at Calcutta and R1 if at Howrah

(b) The Clerk of the Additional Judge of the 24-Pergunnahs is allowed actual conveyance hire between Alipur and Howrah while the sessions are held at the latter place

(c) The Jailor of the Presidency Jail, Calcutta, may draw carriage hire at the rate of R1½ a day for journeys to and from the High Court on duty.

(d) The Deputy Shipping Master, Calcutta, is entitled to actual travelling expenses for boarding vessels for the purposes of shipping and discharging crews and inspecting provisions, &c

Special Rules, Bombay Presidency.

1188. (a) The Karkuns of the Uran Taluka and the Talati of Shve Saza in the Uran Mahal of the Panvel Taluka are entitled to *actual travelling expenses* by boat, within a maximum of one rupee, for journeys to and from the Island of Elephanta

(b) Head constables and constables of Police, travelling on duty between Uran and Elephanta and between Uran and Hog Island, are also entitled to [illegible]

neys by boat to and from the Island of Elephanta on duty

Bombay City Police.

1189. A subordinate officer of the Bombay City, and of the Calcutta Town and Suburban, Police, draws actual conveyance hire when travelling on duty within a short distance of head quarters in the following cases Provided always that, whenever practicable, the tramway cars shall be used, and not hack carriages —

(a) To any Court and back to quarters, when attending Court on duty, or to give evidence, provided the quarters are not near to the Court

(b) When directed by the Court to serve any immediate process

(c) When directed to bring a witness who is immediately required in Court

(d) When taking to and from Court a prosecutor, prisoner, or witness, who is unable, from illness, injuries, or any other good cause, to walk to and from the Court, and who has no money

(e) When proceeding to ships in harbour by the direction of a Magistrate, and for serving processes of the Court in marine cases, whenever such expenses are not recoverable from the parties concerned In this case boat hire may also be sanctioned when necessary.

(f) When bringing European or any other prisoners, whom it may not be safe to lead along the public streets, from jail, &c , and taking them back.

(g) When required to go on duties which the Commissioner of Police may certify to be emergent

(h) In the case of heinous offences or other crimes which, in accordance with standing Police rules, have to be investigated on the spot by European officers or detectives

(i) When searching for, or pursuing, escaped criminals

(j) When employed upon special duty, in connection with the Mohurrum, or to preserve order at any place of public resort, worship, entertainment or public gathering, provided that the distance exceeds one mile and the Commissioner certifies that the charge is necessary

(k) In the case of European members of the Police Force not drawing permanent horse or conveyance allowance to and from their head quarters when employed on any of the duties mentioned in the preceding rules, or when required to attend the Commissioner's Office, provided the Commissioner certifies that the charge is necessary

(l) European Inspectors and Constables of the Bombay City Police and of the Calcutta Town and Suburban Police may charge the actual cost of moving their luggage on transfer from one station to another in the City, provided that the charge shall not exceed R8 in the case of an Inspector and R5 in the case of a Constable

Special Rules, Madras Presidency.

1189A The Jailor of Her Majesty's Penitentiary, Madras, may draw carriage hire at the rate of R1 8 a day for journeys to and from the High Court on duty

Chapter L.—Other Journeys.

Section I—Joining first Appointment.

Allowances when admissible

1190 Travelling allowance is not ordinarily granted to any person for the journey to join a *first appointment* in the Public Service, but when a person is entitled to travelling allowance for joining a *first appointment*, he is classed under Article 1096 as he would be if he had already joined such appointment

1191 In the following cases travelling allowances are admissible —

(a) Any person appointed to the Public Works Department, the Telegraph Department, the Survey of India, the Medical or any other Department, in any capacity requiring technical skill or knowledge for which he has been specially trained is entitled to travelling allowance for joining his *first appointment* in such department

1 Under this clause a *Local Government* may grant travelling allowance to a student selected for education at a Normal School, for the journey to the school at the rates allowed to officers of the third class

Other Journeys

(b) A person selected in Calcutta to be European Warder or Assistant Warder on pay not exceeding R100 in a jail in the interior of Bengal is entitled to travelling allowance for the journey from Calcutta to such jail

(c) Travelling allowance for joining an appointment in the Postal Department may be granted under the special orders of the Director General to a person newly appointed to that department to fill a temporary vacancy or a vacancy in another Province in which no suitable person is procurable locally

(d) Foreign recruits for the armed portion of the Police in the North-Western Provinces and Oudh, and Assam, and recruits enlisted in India for the Port Blair Police, may be allowed *actual travelling expenses* for the journey to join their *first appointment*

(e) A passed candidate for the Government of India Secretariat clerical service, appointed either permanently or temporarily as clerk in any of the offices specified in paragraph 18 of the rules published with Home Department Notification No 1817, dated 3rd July 1888, is entitled to travelling allowance for the journey from the railway station nearest to his home to join his appointment, if he is required to travel beyond the limits of the Province

Page 327. Article

Insert the following as clause (

(f) A Chaplain appointed to the servic ... ince to a India is entitled to travelling allowance f ... establish- order of appointment to the station to which ... take up a ... ndia

Journeys by Sea

1193 The *Local Government* may grant a free passage for so much of the journey to join an appointment as is performed by sea, to any person appointed to an office which he cannot join except by sea

1194. The Government of Bombay and the Superintendent of Port Blair may grant a free passage for the family of any person engaged in India, for service as a subordinate at Aden and Port Blair, respectively

Officers appointed in Europe

1195 The rules regarding—

(a) passage to India and outfit allowances (in case of appointment in Europe),

(b) return to Europe (on termination of appointment),

of certain high officers, which have been framed by Her Majesty's Secretary of State for India, are given in Appendix 29

NOTE —[The rule regarding a Chief Justice or Judge of any of the High Courts is included in Statutory Rule No 41 in Article 600]

1196 Officers appointed in Europe to the Telegraph, Public Works, ... the Geological Survey of India, and ... allowed by the Secretary of State

... ns also are ordinarily allowed a free passage to India and in

Articles 1192 – 1197

the contracts now entered into by them they engage to refund the cost of their passage to India, in the event of their resigning their appointments within three years after the date of their arrival in India on grounds other than ill health under a medical certificate

1198 An Officer appointed to the Bengal Pilot Service is granted an

No. 41

Page 328.

Article 1199

Strike out this article

(41) (Official Diary No 8846 of 1892)

to travel ng a lo vance from such port to the ... sea ion to which he is posted, limited to the amount to which he would have been entitled under the preceding Article if he had disembarked at such capital town

(b) But if an Officer is directed by the Secretary of State to proceed to a particular port, he is entitled to Travelling Allowance from that port

1202 For the purposes of the preceding Articles, an Officer attached to any Province or Presidency, other than Bombay or Madras, is held to be attached to the Bengal Presidency

Section II —Journeys on Transfer.

General Rules

1203 An Officer in superior service is entitled to Travelling Allowance at the rates prescribed in Chapter XLVIII for a journey on transfer from one station to another, if he is transferred for the public convenience, and not at his own request, or in consequence of misconduct, and if he is entitled to *pay* or *salary* during the time occupied in such journey

another

Articles 1199—1203

Other Journeys.

—

Page 329.

Insert the following as Article 1204-A :—

Transfers in the Survey Department.

1204-A. The rules in Articles 1174 (ii) and 1174-A (ii) for Survey Officers apply also to journeys on transfer.

(b) If, however, any member of the family of such an Officer is prevented by good and sufficient cause from actually travelling with him, the *Local Government* may sanction the grant of passage-money for such member: Provided such member follows the officer within a period not exceeding six months from the date of his transfer or precedes him by a period not exceeding one month

Imperial Departments.

1205. A non-gazetted officer of an Imperial Department (that is, a department by the ordinary conditions of service in which an officer is liable to transfer beyond the limits of a single Province), whose salary after transfer does not exceed R400 a month, is, however, entitled to travelling allowances as follows—

Provided that the transfer is from a station in one Province to a station in another, the two stations being more than two hundred miles apart by the ordinary route, and that
the transfer is made for a period exceeding three months

(a) For a journey by steamer or railway, to the fares actually paid for the [illegible] the following limits —

[illegible] f the class of accommoda-

(ii) For servants—three full fares of the lowest class -

Also to the actual cost of carriage by carg[illegible] amer or goods train of personal effects within the limits of the following scale —

Salary of officer	Weight of luggage Maunds
Rupees 100 or less	5
More than R100, but not more than R200	8
More than R200	12

(b) For a journey by road, to the actual charges of locomotion for himself, his family, and three servants, up to a maximum of three times the rate of mileage to which he is ordinarily entitled, and the actual cost of carriage of personal effects within the scale given in the preceding clause

(c) If any member of the officer's family is prevented by good and sufficient cause from actually travelling with him, his or her journey may be charged for within these limits: Provided he or she follows the officer within a period of two months after the date of his transfer or precedes him by a

No. 220.

Page 330. Article 1205.

Substitute the following for the first paragraph of Note 1 under this Article.—

Every officer proposing to draw travelling allowance under this Article shall, before
upon the
lf of the r
l) passing

Transfers not on Public Grounds.

1206. (*a*) When an officer is transferred otherwise than for the public convenience, a copy of the order of transfer shall be sent to the *audit officer* of the circle of audit in wl
reason of the transfer In
shall assume that the office
(*b*) In the case of non
office may be accepted in lieu of the copy of the order prescribed by clause (*a*).

Transfers for Misconduct.

1207. The Local Government may, if it thinks fit, by special order, permit an officer transferred for misconduct to draw travelling allowance

Exceptions

1208. A Police officer, below the rank of Assistant Superintendent, transferred from one station to another in the same district, is not entitled to travelling allowance except for journeys by rail or steamer, but may be allowed the actual cost of conveyance of his necessary baggage

1209 In the North-Western Provinces and Oudh, Tahsildars and Revenue and Judicial Ministerial Officers in superior service transferred from one tahsil to another (or to or from the District head quarters (Sadar) station from, or to, a tahsil) in the same District are allowed actual expenses not exceeding the allowances admissible under Chapter XLVIII.

Transfers from the Army.

1210. A Military officer joining an appointment in the Civil Department may draw travelling allowance subject to the conditions laid down in this Section

1211. A Non-Commissioned Officer of the Native Army, who elects at his own request for service in the Forest Department, under the rules in force in that Department, is entitled to travelling allowance to join his *first appointment* for the journey from his station to the head quarters of the Forest Division to which he is posted, even though the conditions laid down in this Section are not fulfilled

When Appointment is changed

1212 [illegible] e he is in transit from one appoi[illegible] allowance from his old statior[illegible] ion to which he was proceeding) at which he receives his further orders, and thence to his new station

When Leave intervenes

1213 An officer is entitled to travelling allowance under this Section if, after giving over charge of his office, he takes privilege or examination leave before joining his new office

1214 The Travelling Allowance of an Officer transferred during Privilege or Examination Leave will be calculated from his old station, or from the place where he receives the order of transfer, whichever calculation would entitle him to the less Travelling Allowance

1215 An Officer who while in transit, obtains furlough on medical certificate is entitled to Travelling Allowance calculated for the journey from the *old station to the furthest place to which he has proceeded on the route to his new station*

Officers in Inferior Service

1216 (a) Save as provided in the two succeeding Articles an officer in inferior service may not draw travelling allowance for a journey on transfer except under the special orders of the Local Gov[illegible]

(b) [illegible]

Page 331. Article 1217.

Substitute the following for the note under this Article :—

NOTE —[For the purposes of the Travelling Allowance regulations the following Police subordinates are held to be in superior service if their pay exceeds R10 a month —

(a) Of rank higher than constable everywhere

(b) Of the rank of constable in the Aden and Makhi Dhand Police]

No 219

Page 331 Article 1217

Add the following to the note under this Article —

(c) Mounted Constables in Sind

[illegible] necessary baggage [illegible] rail, travelling allowance

(d) Postal Department, when transferred from one station to another

(e) In the Bombay Presidency, Karkuns of the Registration Department, transferred to act as, or to be, Village Registrars, may, under the orders of the Inspector General of Registration, draw travelling allowance for the journey on transfer.

Section III.—Journeys to Hill Stations.

Accompanying the Government.

1219. For officers and establishments moving with the head quarters of a Government to and from a hill sanitarium, including Poona, special rules and special rates are laid down

1220. Clerks formerly attached to the Office of the Director General of Railways but now employed in the Railway and other branches of the Public Works Secretariat, who in 1890 elected to retain the personal allowances granted in 1879, while annually moving with the Director General as Deputy Secretary to Government in the Public Works Department, from Simla to Calcutta and back, are entitled to draw personal Travelling Allowance under the Rules referred to in the preceding Article.

1221. When an officer is permitted for his own convenience to conduct his duties at a hill station, neither he, nor any of the establishment which accompanies him, is entitled to Travelling Allowance for the journey to or from such station

Accountant General.

1222. When an Accountant General is permitted by the Government of India to proceed to a hill station, he will draw Travelling Allowance at the ordinary rates for his journey to and from the hill station, and will charge to Government the cost of the carriage of his records

1223 An Accountant General should not take with him to a hill station more clerks or records than are absolutely essential to the efficient discharge of his duties Any small establishment which an Accountant General may require to take with him will be entitled to the following allowances, if admissible under, and subject to the conditions of, the rules which apply to members of the office establishment of the Secretariat of the Local Government of the Province in which the Accountant General is serving —

(i) Personal Travelling Allowance

(ii) Special Maintenance Allowance, or Deputation Allowance

(iii) Family Maintenance Allowance.

(iv) House rent—the amount of house rent admissible being calculated according to the proportion which the period of residence of the Accountant General's Office establishment at the hill station bears to the whole period of the residence of the Secretariat establishment of the Local Government at the hill station

Other Officers

No. 21.

Page 333

Article 1224.

Insert the following note under this Article .—

NOTE —[In applying the ordinary rules to halts at hill stations under this Article the general exemptions from the rule laid down in Article 1159 made by Local Governments under that Article and those enumerated in Article 1160 shall be held to be inapplicable]— 21) (Financial Department No 236* dated 7th June 1932)

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intimates that the presence of the Officer was required on duty throughout the period

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Section IV.—Journeys to attend Examinations

	ARTICLE		ARTICLE
DEPARTMENTAL AND HILL OR FRONTIER LANGUAGES	1226	HIGH PROFICIENCY AND DEGREE OF HONOUR	1230
MEDICAL SUBORDINATES FOR PROMOTION	1231		

Departmental and Hill or Frontier Languages

1226 An officer is entitled to Travelling Allowance twice, but not more than twice, for each standard, for journeys to and fro, consequent on attendance at an obligatory departmental examination, or at an examination held under any rules in force for a reward for passing in the vernacular language of any Frontier or Hill Tribe, or, in the case of Military Officers in Civil employ, at an examination for promotion in Military rank

1227. The Local Government may extend the provisions of the preceding Article to any departmental examination, even though it be not obligatory

1228 If a candidate appears to have culpably neglected the duty of preparing himself for an obligatory departmental examination during the period available for the purpose, the Local Government may disallow the Travelling Allowance to which he would otherwise have been entitled under Article 1226.

1229. The Local Government may disallow Travelling Allowance to a candidate who fails to obtain a reward for passing in the language of a Frontier or Hill Tribe, if such candidate does not attain to such reasonable standard as the Local Government prescribes

High Proficiency and Degree of Honour.

1230. A Member of the Indian Civil Service or a Military Officer in Civil employ who obtains a reward for proficiency in an Oriental language, or who, for the first time, obtains a Degree of Honour in any language in the Second Division, is entitled to Travelling Allowance to and from the place of examination.

Medical Subordinates for Promotion.

1231. An Assistant Surgeon or a Medical Subordinate is entitled to Travelling Allowance for a journey to attend an examination for promotion to a higher grade in his own service, and, if he passes the examination, for the return journey to his own station.

Section V.—Journeys occasioned by Leave or Retirement.

Generally inadmissible.

1232. Save as provided in this Section, an Officer is not entitled to travelling allowance for a journey—

(i) on proceeding on leave,

(ii) on rejoining from leave,

(iii) during leave of any kind; or

(iv) on retirement or dismissal from the Public Service.

Leave on Medical Certificate.

Military Officer.

1233. (a) A Military Officer in Civil employ is entitled to the same privileges when proceeding to England on furlough on medical certificate or return-

ing therefrom, as if he were in Military employ, but this Article does not entitle a Military Officer in Civil employ, when proceeding on or returning from leave, to use the certificate in (Military) Form E, giving the right to travel in the next higher class of carriage to that for which he purchases a ticket. This can only be used by Officers in Military employ.

(*b*) The extracts from the Military Transport Regulations, Part II, reprinted as Appendix No 27, Extract (1), indicate the privileges referred to in clause (*a*).

Military Hospital Assistant.

1234. (*a*) A Military Hospital Assistant employed in the Civil Department [illegible]

turning from leave, to use the certificate in [illegible] right to travel in the next higher class of carriage to that for which he purchases a ticket. This can only be used by Officers in Military employ.

(*b*) *The concessions referred to in clause (a) are contained in the extracts* from the Military Transport Regulations, Part II (*Edition* 1883), reprinted as Appendix 27, Extract (2).

Warrant Officer

1235. (*a*) The provisions of the Military Transport Regulations applicable to *Warrant Officers* proceeding on or returning from leave on medical certificate apply also to *Warrant Officers* in civil employ.

(*b*) The extracts from the Transport Military Regulations, reprinted as Appendix 27, Extract (3), contain the rules referred to in clause (*a*).

Civil Hospital Assistant in Burma.

1236. A Civil Hospital Assistant from another province serving in Burma is entitled to a free passage for himself and his family to his home, when proceeding on leave on medical certificate.

Leave of Subordinate Police Officers, Port Blair.

1237. Sergeants and Constables of Police employed in Port Blair and the Nicobars may be granted a deck passage to or from Calcutta or Madras, when proceeding on, or returning from, leave, if they cannot be employed as convict guards.

Recall from Leave.

1238. (*a*) An Officer recalled to duty [illegible] tion of leave, other than privilege leave, [illegible] for the journey from the place at which [illegible]

such place be out of India, from the port of debarkation in India to the station to which he is recalled

(b) An Officer recalled from a place out of India is also entitled to a free passage to India

Recess of Survey Subordinates.

1239. Native surveyors and menial servants, attached to Survey Parties employed in Assam and Burma, may be granted by the Surveyor General such portion of their travelling expenses as he thinks fit, for the journey from the place of employment to Calcutta and back, when proceeding to their homes on leave at the end of a field season, and when rejoining at the commencement of the next field season

Retirement of Subordinates in certain Cases.

Port Blair and Nicobars

1240. The Superintendent of Port Blair and the Nicobars may grant to any subordinate employed there a free passage to India for himself and his family, on dismissal or retirement.

Aden.

1241. The Government of Bombay may grant to any subordinate employed at Aden a free passage to India for himself and his family, on dismissal or retirement

North-Western Provinces and Oudh Police

1242. (a) Members of the Police Force in the territories subject to the Lieutenant [illegible] Chief Commissioner of Oudh, [illegible] scharge or retirement from the [illegible] nable them to reach their homes if their pay was less than R20 a month

(b) They may also be allowed subsistence allowance at the rate of two annas a day for a period not exceeding ten days.

(c) Provided that no policemen shall be entitled to these allowances if they have been discharged for disgraceful conduct or by sentence of a Criminal Court for an offence other than a breach of discipline.

Termination of Temporary Employment

1243. A person employed by a competent authority for a temporary purpose, who has received Travelling Allowance for joining his appointment, is also entitled, on the termination of his temporary employment, to Travelling Allowance for the return journey not exceeding the amount of Travelling Allowance drawn by him for joining his appointment

[illegible] ice

[illegible] act

the amount from [illegible]

[illegible]

(b) But if the Court pays him any sum by way of subsistence allowance or compensation, apart from any allowance for travelling expenses, he must repay that amount to Government before drawing full pay for the day or days of absence.

1246 As an exception to Articles 1244 and 1245, Patwaris and Chaukidars, in the North-Western Provinces and Oudh summoned as witnesses in Criminal Courts, receive their expenses at the same rates as persons of their rank in life who are not Government servants.

To obtain Medical Advice.

1247. An Officer compelled to leave his station, whether permanent or temporary, where there is no Medical Officer, to procure medical advice, is entitled to Travelling Allowance for the journey to and from the nearest station where a Medical Officer is located

such place be out of India, from the port of debarkation in India to the station

No. 232.

Page 336, Article 1239.

Substitute the following :—

1239. Native surveyors and menial servants, attached to Survey Parties of the Survey of India, employed in Assam and Burma, may be granted by the Surveyor-General, and members of the lower subordinate establishment of the Forest Survey Branch, employed in those provinces, may be granted by the Superintendent of Forest Surveys, such portion of their travelling expenses as may be thought fit, for the journey from the place of employment to Calcutta and back, or to Madras and back in the case of those men who are recruited in and are residents of the Madras Presidency, when proceeding to their homes on leave at the end of a field season, and when rejoining at the commencement of the next field season.

family, on dismissal or retirement.

Aden.

1241. The Government of Bombay may grant to any subordinate employed at Aden a free passage to India for himself and his family, on dismissal or retirement.

North-Western Provinces and Oudh Police.

1242. (*a*) Members of the Police Force in the territories subject to the Lieutenant ... Commissioner of Oudh, ... or retirement from the s... them to reach their home ...

(*b*) They may also be allowed subsistence allowance at the rate of two annas a day for a period not exceeding ten days.

(*c*) Provided that no policemen shall be entitled to these allowances if they have been discharged for disgraceful conduct or by sentence of a Criminal Court for an offence other than a breach of discipline.

Termination of Temporary Employment.

1243. A person employed by a competent authority for a temporary purpose, who has received Trav... also enti... Allowan... lowance ...

Artic...

ances are subject to the provisos in the preceding Article, increased in the proportions stated against them.

Names of Tracts	Increase
Kashmir and Nepal . . . . Simla (including Simla Hill States and the Hill country of the Patiala State) and Darjeeling (confined to officers stationed in these districts) . . . . Periyar, i.e., West of Kumaranath	Double
Coorg	66⅔ per cent. or two thirds as much again.
[illegible] [illegible] . . . . Pergunnahs . . . . . . For journeys by boat only in the several Districts of the Chittagong and Dacca Divisions and the Districts of Khulna Jessore and Twenty four Pergunnahs in Bengal . . . Burma (generally)	50 per cent or half as much again.
Ditto for journeys— (1) by boat in the Bhamo District (2) by land in the Shan States administered by the Superintendents of those States	Double
Melghat in Berar	25 per cent. or one quarter as much again
[illegible]	[illegible]

[illegible]

...ces of Telegraph Officers in the following localities ...e increased as specified below —

Name of locality	Increase.
Nilgiris, west of Ootacamund .	Double ordinary rates
Portuguese Territory of Goa [illegible]	

...om 16th ...er cent ... May to

...ticle 1253

Bengal and Assam

1254 A Commissioner of a Division in Bengal, or the Chief Commissioner in Assam, may grant a monthly Boat Allowance not exceeding R40 to a Sub-Inspector of Schools employed in a river district to be drawn during the marching season, no allowances except those admissible for travelling by railway under Chapter XLVIII, Articles 1105 to 1109, may be drawn in addition to this allowance

1255 In the Sunderbans the following Boat Allowances are given during absence on tour, in addition to the daily allowances admissible under these Regulations —

	R	
(1) Commissioner Sunderbans	100	a month
(2) Deputy Collector Sunderbans	100	"
(3) Commissioner Sunderbans for establishment and records	105	"
(4) Deputy Collector Sunderbans for establishment and records	45	

Items (3) and (4) are maxima, the whole or part of which may be drawn at the discretion of the Commissioner

1256 The Deputy Commissioner of Darjeeling and the Political Agent, Sikkim, are entitled to a special daily allowance of R15 for journeys in Independent Sikkim only

1257 (*a*) The Sub-divisional Officers of Palamow in the Lohardugga District, and Alipore in the Jalpaiguri District in Bengal, are entitled, when on tour, to draw a daily allowance of R5, or 8 annas a mile for journeys by road, whatever their branch of the service may be

(*b*) The Assistant Superintendent of Police in charge of the Sub division of Palamow is allowed to draw the daily allowance of a District Superintendent of Police

(*c*) A Sub Deputy Collector, placed in charge of *the Sungoo Sub division* of the Chittagong Hill Tracts, is entitled to travelling allowance at the rates admissible to the lowest grade of Deputy Collectors

1257A Officers of the Postal Department travelling on inspection duty in Sikkim, are entitled to double the ordinary rates of daily allowance.

Madras

1258 Members of the office establishment of the Agents and Special Assistant Agents, Ganjam and Vizagapatam, and the Deputy Inspectors of Vaccination, Ganjam and Vizagapatam, when travelling in the Hill Tracts of Ganjam and Vizagapatam, receive daily allowances as in the following scale —

Rate of Pay R	R	Travelling Allowance admissible
250 and above		R 4
Less than 250 but not less than	200	3
200	150	2½
150	100	2
100	50	1
50	25	1
25	15	Annas 8
15	8	" 4
8		" 2

Special Rates for Special Localities.

1268A. On the conditions of Rule 3 (*d*) under Article 1092, the Agent to the Governor General of India and Her Britannic Majesty's Consul General for Khorassan and Seistan, and his establishment, are entitled, when travelling by road, to be provided with mules according to the following scale:—

	Number of Mules With tents	Number of Mules Without tents
The Governor General's Agent	36	25
Political Assistant, including Medical Officers—		
(i) When accompanying the Governor General's Agent	8	6
(ii) When travelling independently	12	8
Other Assistants—		
(i) When accompanying the Governor General's Agent	6	4
(ii) When travelling independently	8	6
Translators, Clerks, Munshis, Native Agents, and others	4	3
Hospital	6	4
Inferior servants	1	1
Sowars for every two	1	1
For the Agency Office	10	4

1269. (*a*) Officers of the Persian Telegraph Division are entitled in lieu of the mileage rates in Article 1127 to draw, when travelling by road, the daily allowances to which they are entitled and to be provided with mules and riding-horses according to the following scale:—

(i) *For journeys on transfer*:—

Superintendents, Assistant Superintendents, and Medical Officers—20 mules.
Inspectors and Signallers—10 mules and one riding horse.

(ii) *When marching within their circle*:—

	Number of Mules With tents	Number of Mules Without tents
Director	20	14
Superintendent	16	10
Assistant Superintendent	14	8
Inspectors	7	3

The Director General of Telegraphs, when travelling within the limits of the Persian Telegraph Division, is provided with the same number of mules as the Director. (*Public Works Department No 210 T.E., dated 27th December 1888.*)

[Note.—The Inspector in charge of the Teheran Meshed line draws a permanent monthly allowance of R65 in lieu of daily allowance.]

1270. The Director, Persian Gulf Telegraphs, may grant any Officer of the second, third, or fourth class of his Department employed in the Persian Gulf a free passage to India (Karachi) for himself and his family, on dismissal or retirement.

1271. (*a*) The Director, Persian Gulf Telegraph Division, may, in addition, also pass, to any officer of the second or lower class, amounts not exceeding the maxima shown below, to cover certain special actual expenses incurred by those Officers at the ports named, which are not included in the expenses incurred in embarking and disembarking:—

	R
Karachi, if one passenger	3½
" if two or more each	3
Ormara	1
Gwadur	1
Jask	1
Bushire, if one passenger	7
" if two or more, each	5
Reshire	2

(*b*) Officers of the second or lower class attached to the Persian Gulf

1263 In Sindh, mileage is allowed to an Officer of any class only for journeys on transfer, or by special conveyance, or at times when the Officer is not maintaining permanent carriage When an Officer, who maintains permanent carriage, travels partly by road and partly by rail on the same day, he may draw, in addition to the allowance admissible for the journey by rail actual expenses for the journey by road, within the limit of the daily allowance.

Aden.

1264. On the conditions of Rule 3 (*d*) under Article 1092 officers of the Political and Military Works Departments in Aden are, when travelling by road, provided with camels on the following scale —

Resident	not exceeding	20	in number.	
Assistant to Resident and the Deputy Assistant Political Agent in the Somali Coast	ditto	10	ditto	
Native Assistants and Interpreter to the Resident	ditto	4	ditto	
Executive Engineer	ditto	10	ditto	whether stationed on the Arabian or African Coast.
Assistant do.	ditto	6	ditto	

Persia and Persian Gulf.

1265. An Officer of the second, third, or fourth class, in the Persian Gulf Telegraph Division, or in the Political Residency, Persian Gulf, is entitled to a daily allowance one-third greater than the ordinary rate.

1266. The Director, Persian Gulf Telegraph Division, may exercise the power referred to in Article 1164 in regard to Officers of the Indo-European Telegraph Department on the Mekran Coast, the period of halt at Head-quarters being twenty one days, as in Sindh and Rajputana

1267. (*a*) The following members of the establishment of the Bagdad Residency draw daily allowances at rates noted against their names instead of the allowances admissible under Article 1154 —

Vernacular clerks	12 annas a day.
Jemadar	12 "
Cavasses	6 "

(*b*) The grooms attached to the establishment draw a daily allowance of four annas each when accompanying the Resident on tour.

1268. On the conditions of Rule 3 (*d*) under Article 1092, Officers of the Political Residency, Persian Gulf, are entitled, when travelling by road, to be provided with mules not exceeding the number in the following scale —

	Number of Mules With tents	Number of Mules Without tents
Resident	36	30
Political Assistant, including Medical Officers—		
(i) When accompanying Resident	10	6
(ii) When travelling independently	16	10
Other Assistants—		
(i) When accompanying Resident	7	4
(ii) When travelling independently	9	6
Clerks, Native Agents, Moonshis and others	4	3 (including one riding animal.)
Inferior servants	1	1
Sowars, for every two	1	1

Special Rates for Special Localities.

1268A On the conditions of Rule 3 (*d*) under Article 1092, the Agent to t
for
by r

	tents	tents
The Governor General's Agent	36	25
Political Assistant, including Medical Officers—		
(i) When accompanying the Governor General's Agent	8	6
(ii) When travelling independently	12	8
Oth. . Assistants—		
al's Agent	6	4
	8	6
hers	4	3
Hospital	6	4
Inferior servants	1	1
Sowars for every two	1	1
For the Agency Office	10	4

1269. (*a*) Officers of the Persian Telegraph Division are entitled in lieu of the mileage rates in Article 1127 to draw, when travelling by road, the daily allowances to which they are entitled and to be provided with mules and riding-horses according to the following scale —

(i) *For journeys on transfer* —

(ii)

	With tents	Without tents.
Director	20	14
Superintendent	16	10
Assistant Superintendent	14	8
Inspectors	7	3

The Director General of Telegraphs, when travelling within the limits of the Persian Telegraph Division, is provided with the same number of mules as the Director. (*Public Works Department No 210 T E, dated 27th December 1888*)

[NOTE—*The Inspector in charge of the Teheran Meshed line draws a permanent monthly* allowance of R65 in lieu of daily allowance]

1270. The Director, Persian Gulf Telegraphs, may grant any Officer of the second, third, or fourth class of his Department employed in the Persian Gulf a free passage to India (Karachi) for himslf and his family, on dismissa or retirement

1271. (*a*) The Director, Persian Gulf Telegraph Division, may, in addition, also pass, to any officer of the second or lower class, amounts not exceeding the maxima shown below, to cover certain special actual expenses incurred by those Officers at the ports named, which are not *included* in the expenses incurred in embarking and disembarking —

	R
Karachi, if one passenger	3½
,, if two or more each	3
Ormara	1
Gwadur	1
Jask	1
Bushire, if one passenger	7
,, if two or more each	5
Reshire	2

(*b*) Officers of the second or lower class attached to the Persian Gulf

Telegraph Division are also entitled to daily allowance for halts at a seaport while waiting for the arrival of a mail steamer, or of a departmental steamer.

1272 Officers of the first class employed in the Persian Gulf Telegraph Division are entitled, when travelling on tour by steamer, to half daily allowance in addition to passage-money.

N[illegible]

Persian Gulf Telegraph Steamers

1273 (*a*) Officers of the Persian Gulf Telegraph Division, when on board the vessel attached to the Department for telegraph duties, will, for the purpose of messing, be divided into two classes, *i e* —

Class A.
- Director-in Chief.
- Directors.
- Assistant Director, Persian Telegraphs
- Examiner or Deputy Examiner, Indo European Telegraph Accounts
- Engineer and Electrician
- Superintendents
- Assistant Superintendents.

Class B
- Inspectors
- Clerks and others

(*b*) For Officers of the class A, the general mess will receive the sum of R4 per head a day, exclusive of wines, beer, &c

(*c*) For Officers of the class B, the general mess will be paid the sum of R3 per head a day, exclusive of wines, beer, &c

(*d*) Families of Officers will be entertained at the rates fixed in Article 1122

(*e*) Table money will be recovered from Officers of Class A for themselves and families at the rates laid down in Article 1115, but no recovery will be made from Officers of Class B

Chapter LII —Special Rules for High Officers.

Viceroy

1274. The Viceroy and Governor General controls his own travelling expenses and those of his household, including the members of his personal Staff, with the exception of his Private and Military Secretaries.

Governor or Lieutenant-Governor

1275 A Governor or Lieutenant Governor controls his own travelling expenses and those of his household, with the exception of the Officers of his personal Staff The Military Secretary and Aides de Camp to the Governor of Bombay receive their *actual travelling expenses* while on tour with His Excellency the Governor

1276. The travelling expenses of the Governors of Madras and Bombay, and of their households, are paid out of the contract allowance for household charges

1277. A Local Government (other than the Governments of Madras and Bombay) should report to the Government of India, in the Finance Department, any representations made with regard to its travelling expenses by the *Accountant General* and any measures taken in consequence of such representations

1278 A Governor or Lieutenant Governor, resident in India at the time of his appointment, is entitled for the journey to join his appointment to *actual travelling expenses* for himself and for any member of his family travelling with him

1279 A Governor or Lieutenant-Governor retiring from the service and leaving India is allowed, for any part of his journey by railway in India, a special carriage at the public expense, besides the *actual travelling expenses* of any members of his family travelling with him

Ordinary Members of Viceroy's Council

1280 An Ordinary Member of the Governor General's Council travelling on duty by road or steamer is entitled to charge to Government his personal *boná fide* travelling expenses, appending to his bill a certificate as follows —

I certify that I have actually paid the amount of this bill and that it does not include any charge for the freight of any stores or goods, other than my personal luggage or any charge for refreshments hotels or staging bungalows

1281. An Ordinary Member of the Governor General's Council when travelling on duty by railway is entitled to a reserved first class carriage for himself, together with such accommodation, not exceeding one compartment of a third class carriage, as he considers needful for his personal servants Further rules on this subject are contained in Appendix No 28

Non Official Members of Viceroy's Council.

1282 Every Non Official Additional Member of the Council of the Governor General for the purpose of making Laws and Regulations, whether European or Native, who has to leave his ordinary residence and reside at Calcutta for the purpose of attending meetings of the Council, receives an allowance to meet the expenses of travelling to and from Calcutta, as well as the expenses attendant upon residence in that city of—

(i) R5,000 if he attends the Council for less than two months, or
(ii) R10,000 if he attends for the whole session.

The allowance is payable on the breaking up of the Council at Calcutta

Non-Official Members of Governor's Council.

1283 Non-official Members of the Legislative Council of Madras and Bombay, summoned to attend a Council from a place other than the head quarters of the Government, may, at the discretion of the Local Government, be allowed their actual travelling and other necessary expenses, within a limit of R1,000 for each session

Bishops of Calcutta, Madras, and Bombay.

1284. The Bishops of Calcutta, Madras, and Bombay, when on tours of visitation, draw a monthly allowance of R1,000 (which is intended to cover all their expenses and those of their clerks and messengers for journeys by land) for the whole period of visitation, in addition to the actual expenses of journeys by sea Provided that the monthly allowance may not be drawn by any individual Bishop for more than eighteen months in every three years of his tour of office

Chief Commissioner, a Member of a Governor's Executive Council, &c

1285 A Chief Commissioner, a Member of the Executive Council in Madras or Bombay, and a Resident of the first class, when travelling by railway, are entitled to a reserved first class carriage at the expense of Government

They are also entitled to railway fares actually paid for the carriage of four servants at lowest class rates, and to the freight of luggage not exceeding ten maunds

Judge of a High Court.

1286 A Judge of a High Court is entitled to a reserved first class compartment when travelling on duty by railway, and also to four fares (if actually paid) for the carriage of four servants at lowest class rates. When travelling by road on a tour of inspection he draws a mileage of one rupee.

Director General of Railways and Consulting Engineer to Government

1286A The Director General of Railways and the Consulting Engineer to the Government of India for State Railways, when travelling on duty over any of the Railways in India, are entitled to a reserved carriage each, with accommodation for servants and cooking, and to conveyance at the public expense of all their personal luggage which may be vouched for as such by them.

1286B The officers mentioned in Articles 1281, 1285, 1286 and 1286A should pay the usual fares for any persons besides themselves travelling in the reserved carriages provided for them

Commissioner in Sind.

1286C. For journeys within his jurisdiction, the Commissioner in Sind is entitled to a reserved first class carriage subject to the payment of first class fares for himself and for each person using the carriage

Page 346. Article 1286E.

Insert the following under this Article :—

Surgeon-General with the Government of India

1286E. (*a*) The Surgeon-General with the Government of India, when travelling by railway on inspection duty, is entitled, in lieu of travelling allowance, to a reserved first class compartment for himself, together with accommodation of the lowest class for three servants.

Page 346. Article 1286F.

For "and 1286E." in the second line substitute "1286E. and 1286E. (a)".

1288 The *Local Government* may declare who shall be the Controlling Officer for all or any of the Officers of any particular Department.

1 For the purposes of this Article the Director General of Railways and the Director General of Telegraphs have the full powers of a *Local Government* in regard to officers of whatever rank employed under their orders

1289. In the following cases bills may be paid without countersignature :—

(*a*) A *Chaplain's* bills, but they must be accompanied by the order of the Bishop or Commissary of the Diocese authorising him to make the journey.

(*b*) Bills for Travelling Allowance of non-gazetted Officers, provided that detailed countersigned bills are subsequently submitted to the *Audit Officer* for adjustment

Controlling and Audit Officer's Duties.

1290. (*a*) It is the duty of the Controlling Officer to scrutinise the necessity, frequency, and duration of journeys or halts for which Travelling Allowance (whether permanent or other) is claimed. The Controlling Officer may disallow the whole or a portion of the Travelling Allowance claimable for any journey or halt, if he considers that the journey was unnecessary, or that it was not completed with due expedition, or that the halt was of excessive duration. He should also carefully check any tendency to abuse the option of exchanging a daily rate for mileage under Article 1170

(*b*) The Local Government may lay down any subsidiary regulations that it thinks fit, for the guidance of a Controlling Officer of any Department under this Article

1291. A Controlling Officer (other than the Head of a Local Government or Administration, including the Commissioner in Sindh) may not delegate the duty [illegible] with the necessity for formal audi[illegible] general conditions An *Audit Officer* will accept countersignature by the proper authority as final evidence that the facts of the journey on which the claim is founded are correct, and that the claim is admissible with reference to Article 1290 (*a*) and to any departmental rules. It is the duty of the Controlling and not of the *Audit Officer* to enforce departmental rules.

Carriage of Constabulary.

1293 (*a*) In the Punjab the "Carriage of Constabulary" is dealt with as

contingent expenditure under the following rules sanctioned in Finance Department letter No. 6095, dated 9th November 1888 —

1 These rules apply to all non gazetted Police officers deputed on duty when required to travel by road or train on journeys for which, under the Civil Service Regulations travelling allowance is admissible

2 Advances may be made by the District Superintendent of Police out of his permanent

3. Subordinate Police officers drawing R10 a month and under, to whom advances are made for railway and road expenses under Rule 2, may receive in addition, if otherwise entitled to it, the daily allowance admissible under Article 1177

Incidence of Charge.

1294. Except in the following cases the Travelling Allowance of an Officer, on whatever duty he may be employed, is charged to the same head as his pay This Article applies to the Travelling Allowance of a Medical Officer for a journey to attend on an Officer entitled to such attendance

(a) Travelling Allowance paid to Gazetted Officers for attending examination is debited to the head "Miscellaneous"

(b) The Travelling Allowance of a Military Officer attached to a Horse-Breeding Department is debited to the Civil Department, even when his pay is debited to the Military Department

(c) The Travelling Allowance drawn by the Medical Officer in charge of the British Troops at Calicut, for journeys to and from the Lunatic Asylum at that station, is debited to the Civil Department

(d) The Travelling Allowance of an Officer paid from a Local Fund may, when travelling in the execution of Government duty, be paid and charged to General Revenues Similarly, the Travelling Allowance of an Officer paid from the general revenues, when travelling on duty connected with a Local Fund, may be charged to the Local Fund.

(e) The Travelling Allowance of native military students, while under training with Survey Parties, is debited to the Survey Department

(f) The actual travelling expenses of the Military Secretary and Aides de Camp to the Governor of Bombay and the Travelling Allowance drawn by the Aide de Camp to the Lieutenant Governor of the North-Western Provinces and Oudh, while on tour with His Excellency the Governor and His Honour the Lieutenant-Governor, respectively, are charged in the Civil Department, although their salaries are charged in the Military Department.

1295. The Travelling Allowance of an Officer transferred from one Department to another is debited to the Department to which he is transferred

1296 The Travelling Allowance of an Officer, called away from his duty to give evidence in any Court, is, during the period of his absence, debited to the Department which would bear the charge if the Officer were on duty.

PART XII.—APPENDICES.

LIST OF APPENDICES

PART XII.—APPENDICES.

Appendix No. 1.—*Referred to in Article 63*

Orders relating to admission of officers into the service at an advanced age

EXTRACT I —The Governor General in Council observes that the admission into the Service of Government of other than young men tends to throw upon the State an undue liability for pensions

2 His Excellency in Council is accordingly pleased to declare that, as a general rule, no person should be admitted into the Service of Government after he has attained the age of twenty five years But if, for special reasons, any one is, after this date, admitted at a later age, the-
of
wh
of
required for a Good Service (Retiring) pension —(*Government of India, Finance Department, No 423, dated 20th January 1871*)

EXTRACT II —I am directed to acknowledge the receipt of your letter No 816 dated 18th

apply.

EXTRACT III —The Governor General in Council desires to draw the attention of the Comptroller General, the Director General of the Post Office of India, the Mint Masters, Calcutta and Bombay, the several Accountants General, and the several Deputy Accountants General in independent charge, to Resolution No 423, dated 20th January 1871, by which the admission into the

1877)

Appendix No 2.—*Referred to in Article 83 (b).*

Rules regarding the preparation of last-pay certificates in cases of transfers on duty.

RULE 1 Transfers on duty may be of two kinds —

First.—*An officer may proceed on duty from one Province or Circle of Audit to another*

Second.—An officer may proceed on duty from one place to another in the same Province or Circle of Audit.

Appendices Nos. 1 and 2.

Appendix No 2.

First case.

RULE 2 In the first case the officer should obtain a certificate in the following form:—

(OBVERSE)

Last pay certificate of A. B, of the ________ proceeding to ________ to join the appointment of (or to officiate as ________) ________ ________ on duty ________
He has drawn pay as ________ at the rate of R ________ a month, and acting allowance as ________ at the rate of R ________ *a month, less the deductions shown below, up to the* ________. *He made over* charge of the office of ________ on the ________ noon of the ________ of ________

No recoveries (or, the recoveries noted on the reverse) are to be made from the pay of this officer

Deductions	*R a. p*

DATED AT

The ________ *189* .

____

Accountant General.

(REVERSE.)

Details of recoveries

Nature of recovery ________

Amount R ________

How to be recovered (in one sum, or in what *instalments*) ________

RULE 3 If he be employed at the station of the *Accountant General* of his Presidency or Province, the certificate should be given by that officer

RULE 4 If he have to pass through that station on his way to his new Presidency or Province, the certificate should be given by the officer in charge of the treasury from which he last drew pay, and countersigned by the *Accountant General*

ngh, the *Accountant General's* the treasury from which he last sury Officer to the *Accountant* *ant General* of the transferred

Second case.

RULE 6 In the Second case the officer should obtain a last pay certificate in the same form from the officer in charge of the treasury from which he last drew pay

Appendix No. 2.

No 40

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Appendix No 3.

Insert the following in the list in this Appendix —

Chambers C F P S (40) (Official Diary No 8 30 of 190)	Supe ntend nt Government Obse vatory Bombay

A	
Adams J	Assistant Engineer 2nd grade P W D Bombay
Addis, H. B	Ass s ant Eng neer 1st grade P W 1
A derson J A	Ass s ant Eng neer 1st g ade P W D
Armstrong C. M	Sub-Deputy Opium Agent 3rd g ade.
B	
Bagshawe C	Ass s t Con ... f E
Barker J	
Ba ker R A	
Barre t E. C	
Barron, A H	
Bart ett, T W	
Barwise J W	
Bayly W G	
Beckett H B	
Belchambers R.	
Benson C	
Be rill E	
B ddu ph T H S	
B ggs, T H	
B rd G R	
Blanford, 1 F	
B ood B W	
Bol on W H	
Bradley R.	
Brere on C	
B ockman W D	
B own ng C A E., M A	
Bruce J J	
Buck e H	
Bu che E. H	
Bu s H H	
Buyers W L.	
C	
Campbel H F	Sub-Deputy Op um Agent 5 h g ade
Campbell A C	Offic at ng Depu y Comm ss one Gon para
Cardozo H O'C	
Carson H	
Che ry J W	
Chisho m J W	
Christ e J T	
C ark F B	
C eghorn J P	
Cloete H N C	
Cole W H *M A*	
Cons ab e E T	
Cooke C H	
Cooke J E	
Cooke, S	
Cooke T *M A*	
Coombes H A	
Cooper C P	
Cordner R A	

Appendix No 3

NAMES	DESIGNATION OF OFFICE HELD WHEN THE OFFICERS WERE RECOMMENDED FOR ADMISSION TO THE EUROPEAN SERVICE LEAVE RULES
Cornish W H	
Cotegrave T M	
Cowie H G B A	
Cox J H M	
Cumberlege N E	
D	
Da y W W	
Dalzel A	
Davidson B H	
Davis H H	
Dease P P	
De ghton K	
Dempster J I R	
Dickson W P	
D sney H K	
Dobbie G	
Dodd, A J	
Do g S B	
Douglas C G	
D ake R	
Drysdale T	
Duff J C	
Duffie C	
Duke C J	
Duth e J P	
Dyson J	
E	
Ell ott C F	Assistant Conservator of Forests
Ell s R H M	Ass stant Conservator of Forests
Evans C T	Assistant Engineer 1st grade P W D
F	
Faulkner G W	Assistant Engineer 2nd grade P W D
Ferd nands J B	Med cal Officer in cha ge of the Civil Station and Superintendent of the Jail, B aspur
Ferguson J	
Fio de A B	
Field G	
F lgate T M	
F e obe W M	
Foote R B F G S	
Forrest E	
Foster C W E.	
Fox C E	
G	
Garstin N A	
G bson H W	
Gibson J B	
Giles A H	
G es, R B.A	
G aes J G B	
Goad H B	
Godf ey F E	
Gompe z H J C	
Gordon D C	
Gou dsbury J M E	
Gramatzk E L	
Grant J G Garrow M.D	
Grant T W	
Griffiths J	
Gr mes J	
Grimes H R	

Appendix No 3

NAMES.	DESIGNATION OF OFFICE HELD WHEN THE OFFICERS WERE RECOMMENDED FOR ADMISSION TO THE EUROPEAN SERVICE LEAVE RULES
H	
Hacket, C. A.	[illegible]
Hami ton, R. E.	[illegible]
Hamilton, R. H.	[illegible]
Havell, L. B	[illegible]
Hayne, W C.	[illegible]
Hearn, E.	[illegible]
Hennessey S H	[illegible]
Henslowe, F B	[illegible]
Hervey, H J A	[illegible]
Hexton, W S.	[illegible]
Hicks, F C	[illegible]
H ggins, J J	[illegible]
Higginson, F W	[illegible]
Hi l, S A	[illegible]
H ll, T C	[illegible]
Hodson, R G	[illegible]
Holmwood, F	[illegible]
Home A L	[illegible]
Hughes, F W M	[illegible]
Hughes, T W H.	[illegible]
Hutchinson, F R.	[illegible]
I	
Irvine R H G	Superintendent of Police, Bengal
Irwin, H	Executive Engineer, 4th grade P W D
J	
Jackson, E J	[illegible]
Jameson T D	[illegible]
Jerdon, C M	[illegible]
Johnson, W H	[illegible]
Johnstone, F J	[illegible]
Jones, T	[illegible]
K	
Keelan, F J	[illegible]
Kellner E W	[illegible]
King, M	[illegible]
King W , Jr , *B A*	[illegible]
Kipling J L	[illegible]
Kirkham, T B	[illegible]
Knowlys H B	[illegible]
Knox, G	[illegible]
Knyvett, R	[illegible]

No 14.

Pages 355, 391, and 392.

Appendices 3, 13, and 14 (b).

e out the following name from these appendices, Henslowe, F B

Appendix No. 3.

Names.	Designation of Office held when the Officers were recommended for admission to the European Service Leave Rules
M	
Macdonald, R. G	Controller of Public Works Accounts, 2nd class
MacGeorge, H. J	[illegible]
Mackinnon, M. C.	[illegible]
Macleod, D. G	[illegible]
Macnaghten, C	[illegible]
Macrae, J. K.	[illegible]
Mallet, F. R., *F G S.*	[illegible]
Man, E. H	[illegible]
Marriott, A. B.	[illegible]
Martin, C. A	[illegible]
Masters, J	[illegible]
Masters, W.	[illegible]
McAndrew, J.	[illegible]
McCudden, E. G. J	[illegible]
McDonell, J. C.	[illegible]
McDowell, G. R	[illegible]
McEwen, R. S. T.	[illegible]
McLeod, R	[illegible]
McRedd e, G. D	[illegible]
Meiklejohn, G. F	[illegible]
Meiklejohn, R. M.	[illegible]
Meredith, J	[illegible]
Metcalfe, E. P.	[illegible]
Midwinter, W. C	[illegible]
Milsom, B. P.	[illegible]
Minniken, G. G	[illegible]
Monk, H. L	[illegible]
Moore, G. E.	[illegible]
Morgan, E. W.	[illegible]
Morland, H	[illegible]
Morrison, F	[illegible]
Morse, F. H. W.	[illegible]
Mowat, M.	[illegible]
N	
Nedham, W. A.	[illegible]
Nelson, R	[illegible]
Nesfield, J. C	[illegible]
Nicholetts, H. S	[illegible]
Norfor, C. H. T.	[illegible]
O	
O'Conor, J. E.	Assistant Secretary to the Government of India, Revenue Department.
Odling, T. F.	Medical Officer, Persian Telegraph Department.
Orr, J. W.	Prothonotary High Court, Bombay.
Osborne, H.	Sub-Deputy Opium Agent, 4th grade.
P	
Palliser, H. G.	[illegible]
Palmer, C. G.	[illegible]
Palmer, E. M.	[illegible]
Parker, W. H.	[illegible]
Parry, R	[illegible]
Parry, W. E	[illegible]
Partridge, T. d O	[illegible]
Patch, J	[illegible]
Peacock, E. B	[illegible]
Peet, A. W	[illegible]
Peppe, T. F	[illegible]
Peterson, F. W.	[illegible]
Pitt, R. B.	[illegible]
Pope, J. Van Someren	[illegible]
Possman, J.	[illegible]
Pratt, J. F	[illegible]
Pratt, W. D	[illegible]
Price, J. A.	[illegible]
Price, W. S.	[illegible]

Appendix No. 3

Names	Designation of Office held when the Officers were recommended for admission to the European Service Leave Rules
R	
Reilly, H M	[illegible]
Reynolds, W H	[illegible]
Rice, B L	[illegible]
Richards, V	[illegible]
Robertson, W R	[illegible]
Robson S	[illegible]
Rogers, A C C.	[illegible]
Rollo, J T C.	[illegible]
Rose, F E.	[illegible]
Rowe F J., *M.A.*	[illegible]
Rundall, J W	[illegible]
Russell, C M.	[illegible]
Ryan, P	[illegible]
Ryves, T. J	[illegible]
S	
Salmon A McD	Assistant Engineer, 2nd grade P W D
Scannell, H.	Superintendent of Police, Bombay
Sconce G C.	[illegible]
Sealy G W	[illegible]
Shakspeare, W	[illegible]
Shuttleworth, A T	[illegible]
Sibold, E. A.	[illegible]
Sime, J	[illegible]
Simpson, J T	[illegible]
Slater, J S.	[illegible]
Smallman H	[illegible]
Smith, H	[illegible]
Smith, S	[illegible]
Smith, S	[illegible]
Smith, T	[illegible]
Stack G A	[illegible]
Stark, O S	[illegible]
Steele C E. S	[illegible]
Stent, W K	[illegible]
Sturt J V	[illegible]
Summers H H	[illegible]
T	
Taylor, J	Assistant to the Accountant General Bengal,
Tawney, C H *M.A*	Professor in the Presidency College, Bengal
Thomas W P	[illegible]
Thomas W C	[illegible]
Thomson, A	[illegible]
Thomson D W	[illegible]
Thompson Dr Murray	[illegible]
Thomson F H E.	[illegible]
Trotter, E. W	[illegible]
Turnbull W S	[illegible]
Tyler J W	[illegible]
Tyndell, S W	[illegible]
Tytler, A G	[illegible]
W	
Waddington B	[illegible]
Walch G T	[illegible]
Walker F B	[illegible]
Wallis, B G	[illegible]
Wallis E F	[illegible]
Ward W	[illegible]
Warden, J L	[illegible]
Warden Captain F	[illegible]
Warde, H W	[illegible]
Watson, H E	[illegible]

Appendix Nos 3 and 4.

Names	Designation of Office held when the Officers were recommended for admission to the European Service Leave Rules
Webb W T	
Whitcombe J C	
White H F	
White P J	
Whitten, R J	
Wickes T H	
Williams J W	
Wilmot R	
Willson J B A	
Wingate R T	
Wiseman W	
Wood Mason J	
Wordsworth W	
Wright F W	
Wright H L	
Wright W C	
Wright W H	
Y	
Young A P	Assistant Superintendent Revenue Survey Southern Maratha Country

Appendix No 4 —*Referred to in Article 38o*

Correspondence regarding the compulsory retirement of inefficient Officers

Reference I —We often experience great difficulty from the Rules in force not allowing the grant of a pension when, owing to inefficiency, which may perhaps not always be his fault, an officer is no longer able to perform satisfactorily the duties required of him.

necessary to grant even so much

1873)

[illegible] considered in Colonel [illegible] letter dated the 7th August

the

rec

rt

be

at

all

Appendix Nos 3 and 4

3. You state that there [illegible]

4. Your proceedings are confirmed.—(*Secretary of State, No 369, dated 5th October 1876*)

Appendix No 5.—*Referred to in Articles 450 and 451.*

Ordinary Pensions—Old Rules.

Part I—Pension Rules of 4th January 1831.

RULES RELATIVE TO THE GRANT OF SUPERANNUATION PENSIONS TO SUBORDINATE OFFICERS IN THE CIVIL DEPARTMENT.

NOTE —[Subsidiary and Supplementary Rules of date later than 4th January 1831 are printed in *italics*]

Superannuation Pensions will be granted only to the Superior Classes of Public Servant indicated in the annexed List.

NOTE.—[This list is not published, as the regulations sufficiently declare to whom these Rules may now be applied.]

Section 1 —Inferior servants, sowars, armed or organised peons, including jamadars and other ranks, lascars, boatmen, artificers, labourers, and menials are to have no claim to such provision

Section 2 —With the exeception of Native Judges and Law Officers the applicant must have been employed in the Public Service for a period of at least twenty years.

Section 3.—The Public Servant, whatever may have been the period of his service, must be incapacitated for further employment by old age, protracted ill health, loss of sight, or other bodily or mental infirmity

Section 4 —The character, conduct, and past service of the Public Servant must be favourably certified by the Officer or Officers under whom he may have beem employed, and must appear to be such as to entitle him to the favourable consideration of Government

Section 5 —Whenever it may be judged expedient to grant a pension to a Public Officer whose case may come within the foregoing provisions, the amount of the pension shall be limited as follows —

Clause 1st.—[illegible]

Clause 2nd.—[illegible]

1 —Pension may be awarded on this scale to persons thrown out of employ by reduction of establishment, without their being required to produce a medical certificate

2 —In a despatch from the Court of Directors, No 18, dated 5th May 1854, the following further Rule is prescribed

" We authorise you to grant to any Uncovenanted Servant belonging to a class recognised by [illegible] *ment of the grounds of your proceedings "*

RULES REGARDING SERVICE

3 The period of service must be continuous, but a break between two periods of employment, if it does not exceed twelve months, and was not caused by dismissal from Office for misconduct, will not prejudice the Officer in whose service it occurs

4 To the following extent, leave counts as actual service —

(a) All leave taken before the Uncovenanted Service Leave Rules of 1856.

(b) The following leave taken under the Rules of 1856 —

Two out of three years obtainable on medical certificate

Leave subsidiary to leave on medical certificate

Privilege leave

Leave on private affairs on half pay

(c) Leave during recess on half pay granted to Native Surveyors in the Revenue Survey Department, Bengal, North-Western Provinces and the Punjab

5 Service before the attainment of 16 years of age does not qualify for pension.

RULES FOR CALCULATION OF PENSION.

6 "Authorised Official Allowances" include the following —

(a) House rent Allowance, or value of official residence

(b) Personal Allowance given as compensation for reduction of salary

The following are not included —

(a) Personal Allowances, otherwise than as above

(b) Horse and Tent Allowances

Clause 3rd —For Law Officers and Native Judges, the period of 15 years shall be substituted for that specified in Clause 1st and 22 years for the term mentioned in Clause 2nd

1 This Rule applies also to Principals and Head Masters of Colleges and Schools, and also to Inspectors and Professors.

2 The concession granted by the Rule applies only to cases where the whole of the prescribed period of service has been rendered in the privileged capacities

3 Law Officers are a class which now no longer exists The designation "Native Judges" applies to Officers in such positions as Subordinate Judge and Munsif Goung gyoups in Burma are also 'Native Judges" Magistrates of Police and Judges of Small Cause Courts are not 'Native Judges," but a "Native Judge" transferred to be a Judge of a Small Cause Court will retain his privileges

Clause 4th —The rates of pensions shall be fixed on a graduated scale, within the prescribed limitations, with reference to the responsibility and arduousness of the employment, the degree of merit of the individual, and the nature and length of his service

1 The limit of pension in ordinary cases is R5,000 a year, but this is subject to the Rule under Article 519 of Part IV.

Part II—Limitations of Pensions

Resolution by the Government of India Finance Department,—No 1505, dated 1st July 1870

[No [illegible]

[illegible]]

As considerable misapprehension exists in regard to the limitations of pensions of Uncove-

nanted Servants, both under the old and the new Rules, the Governor General in Council is pleased to issue the following Resolution:—

RESOLUTION.—Up to 1855 the pensions admissible under the Uncovenanted Service Pension Rules were not formally limited within any maximum amount.

[illegible]

[illegible] the following grounds, viz.:—

I.—That if a right to a pension exceeding £500 a year ever existed under the Pension [illegible]

II.—That no such right existed under the Rules of 1831, inasmuch as those Rules did not pledge Government to any particular *amount* of pension, but merely prescribed that [illegible] should not be exceeded in awarding pension

III.—That in this view, the wording of the order of 19th May 1855, which applied the limitation mentioned in the 2nd paragraph of this Resolution to those only who might be appointed to the service after 19th May 1855 was unhappy, inasmuch as no specific rate of pension had ever been guaranteed to those appointed before that date

[illegible] moted to higher emoluments be able to claim a still larger pension calculated on those higher emoluments"

7. This reference was submitted to the Secretary of State quite apart from a memorial from Uncovenanted Servants praying for increased pensionary advantages. The *Secretary of State*, however, answered this reference and the memorial in the same despatch

8. In reply to the memorial he conceded certain additional benefits but qualified them by a condition that pensions should be limited as follow, *viz*,—

1st.—That half pay pensions should not exceed £500 a year, whatever the amount of salary, or £400 a year when the salary does not exceed R12,000 per annum

2nd.—That *one third pay pensions* should not exceed £300 a year, whatever the amount of salary, or £200 a year if the salary shall not exceed R12,000 per annum

These form a part of the new Rules.

Appendix No 5

Para 23 of despatch dated 8th December 1862

9 In reply to the reference from the Government of Bombay, regarding pensions beyond £500 a year to those who were in the service on 19th May 1855, the [illegible]

Para 24 of despatch dated 8th December 1862

10 Under any circumstances, therefore, the full pension should only be awarded in cases of extraordinary merit

Para 24 of despatch dated 8th December 1862

11. "With this reservation, therefore, I concur in the expediency of the propositions (paragraph 6 of this Resolution) made by you, which must be invariably acted upon as regards promotion subsequent to this date (8th December 1862), and a clause to that effect should be included in the new Rules"

12 The 23rd and 24th paragraphs of the Secretary of State's despatch of 8th December 1862 (paragraphs 9 and 10 of this Resolution) were published, but paragraph 25 not having been published, a memorial was submitted asking for an interpretation of the published paragraphs In forwarding this memorial, the Government of India explained that "the recommendation which the Government of India submitted on this point was that those officers who entered the service before the 19th of May 1855 should be allowed, in respect of all appointments made previously to the time of the reference, a pension at the full rate allowed by the Rules of 1831, *whether more or less than £500 a year;* but that persons appointed to highly paid offices subsequently to this date (*i e*, the time of writing) should be limited as to the amount of pension by the Rule which fixes the maximum pension at £500 a year The Government of India then contemplated a more liberal application of the Rules of 1831 as regards the class of servants referred to, than would be admissible under a strict interpretation of the 24th paragraph of your despatch"

13 The reply of the Secretary of State, which was published with Notification No 1523, dated 19th March 1864, was as follows :—

" I have considered in Council your Financial letter dated the 13th October 1863 No 127, forwarding a memorial from certain Uncovenanted Officers at your Presidency, requesting an interpretation of paragraphs 21 to 25 of my Financial despatch dated the 8th December 1862, No 205 which relates to the limitation of pensions to Uncovenanted Servants to £500 per annum

"2 In the letter from your Government dated the 6th August 1862 No 111, you stated that the Uncovenanted

"4 An Uncovenanted Servant promoted subsequently to the 6th August 1862 to an office to which a salary exceeding R10 000 per annum is attached is not to be granted an increased pension in consequence of the increase to his salary "—(*Secretary of State, No 20, dated 9th February 1864*)

14 This reply [illegible]
salaries, at the time [illegible]
persons it was urged [illegible]
dated 5th February [illegible]
claim to a pension of R5 000 per annum, or one half of salary, on the part of an Uncovenanted [illegible]

15 The Secretary of State, however, in a despatch, No 400, dated 18th November 1869, [illegible]

Appendix No 5

Appendix Nos. 5 and 6.

16 Three other classes of officers have been exempted from the limitations of the half and one third pensions prescribed by the new Pension Rules, es ,—

I —In a despatch, No 84, dated 31st March 1865, the Secretary of State ruled that "Civil Engineers who entered into covenants when the old Uncovenanted Leave and Pension Rules were in force" might be allowed "the benefit of those Rules in regard

II —In Financial Resolution No 1852, dated 16th August 1865, the benefit of the foregoing decision was extended to certain officers of the Telegraph Department who had executed their covenants before the publication, in June 1863, of the new Uncovenanted Service Leave and Pension Rules

III.—Under an impression that the classes of officers who in the old Pension Rules were designated as Law Officers and Native Judges had ceased to exist, the Secretary of State, in a despatch No 290, dated 23rd December 1865, declared the new Rules

31st July 1866, that "it was not understood that the exceptional advantages granted by the old Uncovenanted Service Pension Rules to "Native Judges' extended to Native Judicial Officers of other grades So far as relates to any who can be con-

The despatch of the 31st July 1866 was published by the Government of India on the 29th October 1866

17 The Rules, therefore, regarding the limitations of the amount of pensions of Uncovenanted Servants may be thus summarised —

I —The limitations prescribed by the Uncovenanted Service Pension Rules of April 1864 in regard to one third and one half pensions do not apply to Uncovenanted Servants of the three classes noted in the margin. Ordinarily the limit of pension for these classes of servants will be £500 per annum In cases of extraordinary merit, Uncovenanted Servants of the first of the said classes may be allowed pensions exceeding £500 per annum, the amount of excess to be governed by the merits and services of the retiring servant, and to be limited to an amount consistent with a due regard to the public interests

1 Officers who entered the service before 19th May 1855 or were promoted before 6th August 1862 to salaries exceeding R10 000 a year, and whose average salary during the last five years of service exceeds that sum

2 Covenanted Civil Engineers in the Public Works Department, and certain Civil Covenanted Officers of the Telegraph Department who entered the service before the promulgation of the new Rules and have elected to abide by the old Pension Rules

3 Native Judges who were in the service on the 29th October 1866.

Appendix No 6 —*Referred to in Article 471*

Correspondence regarding the conditions on which a "compensation pension " is admissible.

REFERENCE I —The Governor General in Council desires that the attention of the several ... drawn to the conditions ... claims to Compensation ... public service when, on ... ier prescribed that such

abolition must produce a real saving to Government in respect of the cost of the appointment, and that the saving should always exceed the cost of the pension to be granted to the incumbent of the abolished appointment.

3 It is not desirable that frequent relaxations of the Rules should be permitted At the same time it involves serious hardship if officers are thrown out of employment when they have not failed in the discharge of their public duties, and are refused all compensation therefor

artments, lishment be con vision of to Com- pensation pension, the cost of which cannot be met out of savings effected by the revision As stated in . . . . (Article 471), if the saving does not exceed the cost of the pension, "it may be better to postpone the reduction of establishment or abolition of appointment"—(*Circular by the Government of India, Finance Department, No 1690, dated 22nd July 1878*)

REFERENCE II —5 It is, doubtless, the duty of all public officers to take every suitable *opportunity to introduce improvements in the Administration, and as the Rules now stand, personal* claims such as those of A B, often impede administrative reforms otherwise desirable But it is easy to see that, if the Government were prepared to compensate every one whom it is desired to supersede on such occasions, reforms might indeed proceed more rapidly, but a i indefinitely large expenditure for Compensation pensions might ensue; and this the Government of India is not at present authorised to incur, or prepared to recommend to the Secretary of State

6 Local improvements must, therefore be carried out with a due regard to these considerations; and it should be clearly understood that if a public servant is discharged, as, in the present instance, A B, has been discharged, a remedy at the charge of the Public Revenues for the loss be sustains is not to be expected.—(*Government of India, Finance Department, to Bombay, No 2703, dated 6th September 1878*)

Appendix No. 7.—*Referred to in Article 514*

Orders of the Secretary of State deprecating recommendation for "special pensions."

ice of recom- was published a graduated rduousness of his service,' *paragraph 9*) approved ser- o recommend, whenever the ommended in

whole body of Uncovenant- be given as a matter of to merit the approval of lering recommendations for pension It is easy for your Government to keep within the limits which the Rules authorise, but there is a manifest inconvenience in the Home Government refusing to grant a Special pension which may have been submitted to them with the weight which must always attach to a recommendation by your Government.—(*Secretary of State, No 174 dated 30th September 1863*)

EXTRACT II —3 You enquire whether it is open to your Government, under* * (Article 519) to recommend to the Home Government the grant of Special pensions, not only in excess of the money limits prescribed by the Rules but also in excess of the limits of one third or one half of Average Emoluments as the case may be

4 The Pension Code published by you merely embodies existing Rules as to the grant of pensions, and interpretations thereof, and is intended for the guidance and information of your

officers, but it can scarcely be held to absolutely preclude your Government from making any special representation to the Secretary of State you may see fit in any particular case [illegible]

EXTRACT III —2 I authorise you to grant Lieutenant A B the higher pension of a Deputy [illegible] is entitled under the [illegible] to increase the Non [illegible] ...lations of the Service [illegible] ...ere length of Service, [illegible] ground for exceptional [illegible]

EXTRACT IV —4 The recommendations for the grant of pensions in excess of the amount [illegible]

Appendix No. 8.—*Referred to in Article 550*

Re employment of pensioned Civil Servants of the British Government (Statute 35 Vict, Cap 12).

An Act to amend an Act of the fourth and fifth years of King William the Fourth, Chapter twenty four, intituled "An Act to alter, amend, and consolidate the laws for regulating the pensions, compensations and allowances to be made to persons in respect of their having held civil offices in His Majesty's Service

13th May 1872

Whereas by an Act passed in the Session holden in the fourth and fifth years of King William the Fourth, Chapter twenty four "to alter, amend and consolidate the laws for regulating the [illegible]

And whereas doubts have lately been entertained as to whether the expression "office in any public department" as used in the above mentioned provisions extends to public departments in any part of Her Majesty's dominions beyond the limits of the United Kingdom,

And whereas it is expedient to remove such doubts

Be it enacted by the Queen's Most Excellent Majesty, by and with the advice and consent of the Lords, Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows —

Explanation of Section 20 of 4 and 5 Will IV c 24

1 It is hereby declared that the expression "office in any public department" as used in the above mentioned provisions of the said Act extends and shall, *from* the date of the passing of the said Act be deemed to have extended to any office in any public department in the British possessions

Definition of colony

2. In this Act, "British possession" shall include any territories for the time being vested in Her Majesty by virtue of any Act of Parliament for the Government of India, also any colony, plantation, island, territory, or settlement within Her Majesty's dominions, and not within the United Kingdom

Short title.

3 This Act may be cited for all purposes as "The Superannuation Act, 1872"

Appendix No. 9.—*Referred to in Articles 588 (a) and 1023.*

Rules Relating to "Commutation of Pensions", with Annuities and Insurance Tables

COMMUTATION OF PENSIONS.

1. The only general rules for the commutation of pensions are those in this Appendix *The Government of India is opposed to the commutation of pensions save under very* exceptional circumstances, the *Local Government* should invariably consult the Government of India before ordering (under section 10 of Act XXIII of 1871) the commutation of pensions otherwise than as provided for in this section

Section 10—"The Local Government may, with the consent of the holder, order the whole or any part of his pension, or grant of money, or land revenue, to be commuted for a lump sum on such terms as may seem fit"

2 Rule 1 is not to be understood as interfering with the rules issued with the sanction of the Government of India for the commutation of any special classes of pension in any Presidency or Province

3 *(a) A life pension not exceeding* twenty rupees a year may, at any time, on certificate of good health by the Medical Officer (whether commissioned or not) of the district, and provided the pensioner's age does not exceed seventy years, be commuted at the rates shown in the annexed table A

(*b*) The pension of a pensioner whose age is more than seventy years cannot be commuted, except by special order of the Government of India

4 Before sanctioning, or submitting for the orders of the Government of India, as the case may be an application for the commutation of a pension, the *Local Government* shall obtain a report from the *Audit Officer* as to the amount payable in commutation

NOTE —[This rule also applies to Political Pensions]

5 If a pensioner whose pension has been commuted dies before receiving the commutation value, this value is payable to his heirs

ANNUITIES AND ASSURANCES TABLES

MEMORANDUM BY MR J. WESTLAND, COMPTROLLER GENERAL, DATED 18TH MARCH 1882

Tables of Annuities and Assurances prepared for the Post Office (Life Assurance Branch)

Tables of annuities and assurances depend upon two data,—(1) the rate of interest, (2) the rate of mortality

Government is to receive amounts now, which it is to repay, in the form of annuities or assurances, any time within the next half century, and the question is, therefore, what it may take as the prevailing rate at which it can improve money during all that time On this ground the rate has been taken at 3½ per cent

Appendix No 9.

[illegible] upon the given data.

Age	No living at each age	No dying during year following age	Age	No living at each age	No dying during year following age	Age	No living at each age	No dying during year following age
21	10,000	61	43	7 3[illegible]9	1[illegible]5	65	2 653	2[illegible]9
22	9 939	66	44	7 [illegible]01	183	66	2 3[illegible]5	211
23	9 873	72	45	7 0[illegible]1	191	67	2 144	190
24	9 801	[illegible]6	46	6 830	199	68	1 945	190
[illegible]5	9 7[illegible]5	80	47	6 631	207	69	1 755	183
[illegible]6	9 645	85	48	6 4[illegible]4	214	70	1 5[illegible]3	174
27	9 560	89	49	6 21[illegible]	2[illegible]1	71	1 399	165
28	9 4[illegible]1	96	50	5 980	2[illegible]7	72	1 234	155
[illegible]9	9 3[illegible]5	101	51	5 [illegible]62	231	73	1 [illegible]79	146
30	9 [illegible]4	1[illegible]9	5[illegible]	5 531	2[illegible]9	74	933	137
31	9 165	119	53	5,30[illegible]	2[illegible]4	75	796	127
32	9 047	1[illegible]4	54	5 [illegible]9	215	76	669	116
33	8 9[illegible]1	135	55	4 863	206	77	553	107
34	8 [illegible]90	143	56	4 6[illegible]7	200	78	446	95
35	8 643	149	57	4 457	2[illegible]1	[illegible]9	351	85
36	8 494	153	58	4 2[illegible]6	209	80	266	74
37	8,341	156	59	4 047	2[illegible]4	81	19[illegible]	61 8
38	8 185	157	60	3 8[illegible]3	239	8[illegible]	130 2	50 7
39	8 0[illegible]8	159	61	3 584	2[illegible]1	83	79 5	38 7
40	7 8[illegible]9	159	62	3 333	256	84	40 8	26 6
41	7 710	163	63	3 077	2[illegible]3	85	14 2	14 2
4[illegible]	7 547	169	64	2 8[illegible]4	211	86	0	

Appendix No. 9.

TABLE A.—POST

Present value of a monthly payment of

Nearest exact age.	Number of years for which															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
21	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
22																
23																
24																
25																
26																
27																
28																
29																
30																
31	11 7															
32	11 7															
33	11 7															
34	11 7															
35	11 7															
36	11 7	22 8	33 5	43 6	52 8	61 7	70 1	77 9	85 7	92 5	93 3	105 6	111 6	116 8	121 6	126 3
37	11 7	22 7	33 5	43 6	52 7	61 6	70 0	77 7	85 5	92 1	98 7	104 8	110 6	116 0	120 7	125 3
38	11 6	22 7	33 4	43 5	52 5	61 5	69 8	77 5	85 1	91 6	98 0	104 0	109 7	115 0	119 7	124 2
39	11 6	22 6	33 4	43 4	52 4	61 4	69 7	77 3	84 7	91 2	97 4	103 3	108 9	114 1	118 7	123 1
40	11 6	22 6	33 3	43 3	52 3	61 2	69 5	77 0	84 2	90 7	96 8	102 6	108 0	113 0	117 6	122 0
41	11 6	22 6	33 2	43 2	52 2	61·0	69 2	76 7	83 8	90 5	96 2	101·9	107 2	112 1	116 6	121 1
42	11 6	22 6	33 1	43 1	52 1	60·8	68 8	76 3	83 3	89 6	95 5	101 1	106 3	111 2	115 0	119 5
43	11 6	22 5	33 1	42 9	52 0	60 5	68 4	75 9	82 9	88 8	94 6	100 1	105 4	109 9	114 1	118 1
44	11 6	22 5	33 0	42 8	51 8	60 3	68 1	75 4	82 1	87 9	93 7	99 1	104 1	108 7	112 8	116 6
45	11 6	22 5	32 9	42 7	51 6	60 0	67 8	74 9	81 5	87 2	92 8	98 0	102 9	107 6	111 5	115 2
46	11 6											96·9	101 8	106 3	110 2	113 8
47	11 6											95 9	100 6	105 0	108 6	112 3
48	11·6											94 9	99 5	103 7	107 4	110 6
49	11 6											93 8	98 2	102 3	105 9	109 1
50	11 6											92 0	97 1	101·0	104 6	107 6
51	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	91 9	96 1	100 0	103 5	108 4
52												90 8	95 0	98 8	102 0	104 8
53												90 0	93 9	97 4	100·4	103 0
54												89 2	92 7	95 8	98 6	101 1
55												87 7	91 0	94 0	96 6	99·9
56											82 4	85 9	89 0	91 8	91 2	96 3
57											80 4	83 8	86 7	89 2	91 4	93 4
58											78 3	81 5	83 9	86 6	88 6	90 4
59											76 1	79 0	81 6	83 9	85 7	87 3
60											74 4	76 9	79 4	81 3	82 9	84 3
61	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	72 9	75 2	77 5	79 4	80·9	82 1
62											71 4	73 7	75 7	77 3	78 7	79 8
63											70·0	72·2	73 9	75 3	76 6	77 5
64											68 6	70 5	72·2	73 5	74 7	75 3
65											67 2	68 8	70 3	71 5	72 8	73 1
66	11·3	21 2	29 8	37 4	43 8	49 3	54 0	58 1	61 4	63 8	65 5	66 0	68 2	69 2	70·2	70·7
67	11 3	21 1	29 5	36 9	43 3	48 6	53 0	56 8	59 9	62 1	63 6	64 8	65 9	66 8	67 7	68 1
68	11 2	21 0	29 3	36 4	42 5	47 5	51 7	55 4	58 2	60·2	61 5	62 5	63 3	64 0	61 8	65 4
69	11·2	20 9	29 0	35 9	41 7	46 4	50 3	53 7	56 2	58 0	59 1	59 9	60 6	61 0	61 7	62 7
70	11·2	20 6	28 7	35 4	41 2	45 4	49 0	52 0	54 2	55 8	57 0	57 8	58 4	59 0	59 6	
71	11 1										54 5	55·2	55 8	56 4		
72	11·0										51·9	52 4	53 0			53·0
73	10 9										49 2	49 6			49 6	
74	10 8										40 4			46 4		
75	10·7												43 0			
76	10·6	18 2	24 7	29 9	33 7	35 9	3- 3	39 4	39 5			39 5			76	
77	10·5	17 8	23 6	28 2	31 6	33 7	35 0	36 0			36 0				77	
78	10·4	17 3	22 5	26 6	29 3	31 3	32 5			32 5					78	
79	10·3	16 8	21 5	24 8	26 5	29 0			28 9						79	
80	10·2	16 3	20·2	23 2	25 2			25 2							80	
81	10·2	15 5	19 5	21 5			21 5			81						
82	10·1	14·7	17·8			17 6				82						
83	10·1	13 9			15·9					83						
84	10·1			10 1 Whole life						84						
85										85						

Appendix No. 9.

OFFICE INSURANCES

1 lasting, during life, for any number of years.

the monthly payment is to last

17	18	19	20	21	22	23	24	25	26	27	28	29	30	Whole life			Nearest exact age.
																210 1	21
																215 9	22
																212 8	23
																209 5	24
																206 3	25
																203 0	26
																199 8	27
																196 4	28
																194 1	29
																189 7	30
																186 5	31
																183 2	32
																180 0	33
																176 9	34
																173 8	35
													163 7			170 8	36
													161 3			167 6	37
													159 8			164 4	38
													160 2			161 2	39
													153 6			157 9	40
																154 4	41
																151 0	42
																147 4	43
																143 9	44
																140 5	45
																137 1	46
																133 8	47
																130 5	48
																127 3	49
																124 2	50
[illegible]	[illegible]	[illegible]	[illegible]	115 6	116 6	117 5	118 3	119 1	119 7	120 1	120 4	120 8	120 7			121 1	51
																118 1	52
																115 1	53
																111 8	54
																108 5	55
98 1	99 6	100 9													104 8		56
95 0	96 0	97 5												100 7			57
91 8	93 0	94 1											96 7				58
88 6	89 7	90 6															59
85 5	86 5	87 3															60
83 0	83 8	84 3	84 7	85 0	85 3	85 6	85 7			85 7							61
80 0	81 2	81 6	81 9	82 3	82 6	82 7			8? 7								62
78 2	78 7	79 0	79 3	79 7	79 9			79 9									63
75 9	76 3	76 6	77 0	77 4			77 4										64
73 0	74 1	74 5	74 8			74 8											65
71 2	71 8	72 0			72 [illegible]												66
69 5	69 1			69 1													67
66 0			66 0														68
		62 7															69
	59 6																70
65 4																	71
																	72
																	73
																	74
																	75

for 4 years

Thus the value of a payment commencing after 13 years and lasting for 9 years, contingent upon the life of a person whose present age is 30, is 156 9—115 0 or 41 9

Appendix No. 10.—*Referred to in Article 616 (b)*

Summary of the Rates for Subscription to Civil Funds.

A.—Bengal Civil Fund

		R	a	
Civil Fund ordinary	. .	2	8	per centum.
Additional	Wife . .	2	0	"
	Sons each .	0	2	"
	Daughters, each .	0	4	"

Widowers' subscriptions are the subscription to the ordinary branch and double rates for [illegible]

R250 a month—for an officer of not more than eight years' actual residence in India

R320 a month—for an officer of more than eight but less than twelve years' actual residence in India.

R400 a month—for an officer of twelve or more years' actual residence in India

B.—Madras Civil Fund

	R
During the first sixteen years' service in all cases	2½ per cent.

At the same rate during the whole further service in the case of married men or widowers with families. In the case of unmarried subscribers and widowers without families, the rate is reduced to 1 per cent after sixteen years' service, to be raised to the higher rate of 2½ per cent on the remarriage of the subscriber

The subscriptions to be paid on absentee allowance are reckoned on the rupee entry in the [illegible]

ment last drawn when on furlough or sick leave

Payments made in England are converted into sterling at the rate of two shillings or one shilling and nine pence the rupee, according as the subscription is paid to the 8 per cent. or 4 per cent Capital of the Fund

C.—Bombay Civil Fund

	R
Married members	3 *per cent*
Widowers or unmarried members . . .	2 "

For daughters (if upon the Fund)—2 annas or 4 annas per cent
For sons (if upon the Fund)—2 annas per cent

[illegible]

Payments of subscriptions in England are converted into sterling money at the rate of exchange annually fixed for the adjustment of financial transactions between the Imperial and Indian Governments

Appendix No 10

No. 230.

Page 371. Appendix No. 10D.

Substitute the following for the tables in this appendix:—

Class.	Years' service	By each married subscriber — Fixed sterling rate	By each married subscriber — Reduced temporarily 27½ per cent	By each subscriber who is unmarried or a widower — Fixed sterling rate	By each subscriber who is unmarried or a widower — Reduced temporari[ly] 27½ per cen[t]
		£ s. d	£ s d	£ s d	£ s
V	0 to 7	1 13 4	1 4 2	1 5 0	0 18
IV	7 to 12	2 16 8	2 1 1	1 15 0	1 5
III	12 to 15	4 6 8	3 2 10	2 12 0	1 17
II	15 to 18	6 16 8	4 19 1	3 12 0	2 12
I	18 and over	9 13 4	7 0 2		...
	18 to 23			4 15 0	3 8
	23 to 28			5 15 0	4 3
	28 till retirement	...	.	7 5 0	5 5
After retirement irrespective of class		4 3 4	3 0 5	2 1 8	1 10

Additional contribution in respect of children	Monthly Contributi[on] — Fixed sterling rate	Monthly Contributi[on] — Reduce[d] temporar[ily] 27½ per ce[nt]
	£ s d.	£ s
For a son	0 11 5	0 8
For a daughter	1 1 3	0 15

Page 371. Appendix No. 10D.

Enter the following as Note 1 below the second table in t[his] appendix and number the present note "2"—

Note 1 —[illegible]

GENERAL ARRANGEMENT.

Extent of Application.

RULES—

Note —[All the headings except the above are introduced for facility of reference, they do not form part of the regulations and must not be relied on in interpreting their meaning]

Appendix No 11

Extent of Application.

Previous Rules

1 The rules previously in force will be designated, as heretofore, the Furlough Rules of 1796 and 1854

Staff Corps and Indian Army Officers.

2 These rules are applicable to all officers who, on the 1st July 1868, belonged to the several Indian Staff Corps or to the Indian Army, and who have elected, or may elect, to adopt them officers of the British Army who entered the Staff Corps after that date, and prior to the 1st January 1876 are subject to them

Officers of the Royal Artillery and Royal Engineers.

3 [illegible] ntments may be held, [illegible]

Officers of the British Service.

4 Should an officer of the British service holding such permanent staff appointment [illegible] by these rules, would involve loss of appoint- [illegible]

rules

Invalid or Invalid Pension Establishment.

5 These rules are not applicable to officers on the *Invalid or Invalid Pension Establishment* even if previous to their transfer they should have elected them, being intended solely for officers on the effective list

Regimental Officers, British Service.

6 [illegible] whether [illegible]

Royal Engineers, Imperial List.

7 Officers of the Royal Engineers on the Imperial List in permanent staff employ, and those who receive a staff salary, as on the fixed establishment of the Sappers and Miners (but see *Article 702 of Army Regulations India, Volume I, Part I*), will be entitled to a furlough of two years on private affairs after eight years service in India from date of arrival, or at the expiration of such service in India from the date of their return (for a

Appendix No 11

second tour of service) on the completion of the prescribed home service after the first period of seven years' service in India, as will entitle them to furlough under Rule IX of these Regulations. (See note following)

NOTE —[Of

8 Such an officer's claim to furlough pay and passage will be regulated under Articles 703 to 70 of Army Regulations, India, Volume I, Part I.

Indian Service before joining Staff Corps.

9 Officers of British regiments who have joined the Staff Corps can count as service towards furlough all their military service in India provided that half of it (in no case less than four years) has been passed in the Staff Corps, but any leave to England, otherwise than on medical certificate, they may have taken during service so counted will be reckoned as furlough already taken. Officers of the British service who formerly belonged to the Indian Armies are exempted from the above proviso

Warrant Officers

10 These rules apply also to all Honorary Commissioned Officers and Warrant Officers

India, Volume I, Part I)

11 Warrant Officers can obtain furlough under these rules only on medical certificate Such furlough may be for two years (one year only or less being granted in the first instance), with retention of appointment and half of the aggregate allowances, but any extension of such leave (which will not be granted for more than one year in excess of the two years), or any leave taken within three years from the date of last return to duty, will be on" English furlough pay" [See Note (1) to para 14.]

12 Every Warrant Officer who attained warrant rank before the 19th February 1869 applying for ese rules, or General Or , and subse- 39, Army Re-

13 Warrant Officers who became such between the 19th February 1869 and 1st January 1876 are subject to these rules, and cannot elect any *previous* rules

NOTE —[These rules respecting Honorary Commissioned Officers and Warrant Officers apply to Officers of the Subordinate Medical Department]

Furlough pay

NOTE (1) —[Where in these rules English furlough pay is mentioned as that to which an Honorary Commissioned Officer or a Warrant Officer is to be restricted the rates laid down in Articles 804 E and 805 D, Army Regulations, India Vol I, Part I, are to be understood as intended]

NOTE (2) —[(¹) Officers who *elected* these rules prior to 1st July 1871, or before Government General Order No 588 of 1871 reached their stations, will receive pay during furlough at the exchange of two shillings the rupee]

Rules.

Preliminary and Definitions.

Furlough defined.

Retention of Appointment.

2 Leave under these rules will not involve forfeiture of appointment, except in the cases herein specially provided for

RULE III —The rules now prescribed do not affect the provisions of Act XXXIII of

Kinds of Leave.

RULE IV —Leave of absence will in future be of three kinds, viz :—

(i) Furlough in or out of India
(ii) General leave on private affairs, or medical certificate in India, or short leave to sea
(iii) Privilege leave

(¹) This rule does not apply to Officers who were admitted to the Staff Corps on and after the 1st July 1889 — (G G O, Military Department, No 991 dated 22nd September 18 8)

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Appendix No 11

Chapter I.—Furlough.

Allowances during furlough

RULE V —1 An officer drawing staff pay in addition to pay of rank, proceeding on furlough, will be allowed pay at the rate of 50 per cent of the salary of his substantive office (¹)

3 No absentee shall in any case draw more than £1,000 or less than £250 per annum

NOTE (1) —[Should the furlough pay of an officer in civil employ be less than the furlough pay of his substantive military rank, the difference will be passed to him as a charge of the department from which he draws his pay]

NOTE (2) —The maximum furlough allowance, if paid in India, is the equivalent of £1 000 at the rate of exchange fixed for the time being for the adjustment of financial transactions between the Imperial and Indian Governments

NOTE —[The personal allowance drawn by military officers in the Police under the order in the Finance Department, No 999, dated the 19th May 1883, is included in the term "salary"]

NOTE —[An officer promoted whilst on furlough to a higher grade in his own department is entitled from the date of his return to India to that on which he takes up the duties of his appointment, to the pay and Indian allowances of his rank, *plus* the half staff he was in receipt of when he proceeded on furlough]

lapse, who shall vacate his appointment, or
ng his furlough, will revert at once to the fur-
ais rank, as laid down in clause 8 of this rule
nt may, however, be specially considered in the
department of the Government under which the officer may have been employed An

officer (¹) will also be entitled to the benefit of his promotion to a higher Staff Corps or regimental rank whilst on furlough, subject to the maximum limit

NOTE —[A Staff Officer seconded in his regiment may, on the expiry of the tenure of his staff appointment whilst on furlough, fall back upon the furlough pay of his regimental appointment]

7 Officers holding regimental medical charges will be allowed to retain such charges

[illegible]

that an officer entitled to furlough shall in no case receive less than the minimum of £250 per annum

NOTE —[Officers who may be entitled to income allowance from the Military Fund during absence in Europe, will draw their half salary or minimum absentee allowance under the foregoing clause, subject to a deduction equivalent to the amount of such income allowance]

Furlough on private affairs.

RULE VI —All grants of furlough on private affairs are subject to the exigencies of the public service (of which exigency the Government is to be exclusively the judge), and to any regulations that may be found necessary for limiting the number of absentees

NOTE —[illegible]

RULE VII [illegible] any one [illegible] of such [illegible] and Notes [illegible] granted,

Interval between two furloughs

RULE VIII —[illegible]

an interval of three years' duty, such absence will not be reckoned as part of three years' service required between two furloughs]

2 An officer who, while on furlough may be *ordered* out for special duty, or on account of the exigencies of the service, may take the balance of such furlough at any time after the termination of the duty for which he was recalled

NOTE (1) —[Officers ordered out for special duty, or on account of the exigencies of the service, [illegible]

[illegible]

Appendix No. 11

Furlough earned.

RULE IX —An officer will be eligible for two years' furlough on the completion of eight years' *actual service in India*, ...
actual service and for a fourth and fif ...
up to the maximum prescribed in rule ...
for it will be subject only to the conditi ...
this rule

... kon ... the ... ty."

NOTE (2) —Furlough and leave previously taken under the rules of 1796 or 1854 will ...

... 1796 or 1854, counts

... ot count in any respect as furlough

...

respect as furlough.

N B —Furlough on medical certificate with "furlough pay" obtained by officers under rule IX, Note (1) of these Regulations, between the publication of Government ... id No 197 of the 1st ... taken" in computing ... at it will form part of

NOTE (1) —[... obtain furlough not ... ty and retention of ... Corps, or—in the ... ff appointment, or

...

NOTE (4).—[Unemployed General Officers of the Staff Corps or local service can be granted furlough without serving the interval of three years prescribed in rule VIII, and they can remain in Europe, after they have exhausted the full period of furlough allowed during an officer's service by rule XVI (eight years on the whole) on the English furlough pay of their rank]

NOTE (5) —[A Major General of the Staff Corps who proceeds to England on promotion to that ...

NOTE ...

NOTE ...

(1) This rule does not apply to a Military Officer in Civil employment who is otherwise subject to these rules (See note to Article 156 in Chapter IX of these Regulations)

Furlough admissible.

RULE X —An officer eligible for furlough need not take the whole amount to which his service entitles him, but may apply for any portion thereof as an instalment, and in that case the balance will remain at his credit in any future computation of the amount of furlough for which he may be eligible

Illustrations.

1 An officer, who has served nine years in India, is entitled to two years' furlough He takes only one year, and after his return remains in India for five years He is then eligible for two years' furlough as follows —

Total service in India	14 years
Furlough due on that service	3 ,,
Furlough already taken	1 year
Balance for which he is eligible	2 years

2 [illegible] -lough, is entitled to time carrying pay, to which he may [illegible] vice from the date of his return from the first instalment.

NOTE —[An officer is said to have furlough at his credit, even though he may not be able to obtain it owing to the number of absentees or other causes, when the calculation of his service, as in illustration I above, shows a "balance for which he is eligible.]

RULE XI —1 Furlough on urgent private affairs for six months on pay, equivalent to the British regimental pay of his rank, may be granted when the officer has less than six months furlough at his credit, or when, from other causes [illegible] having served three yea[illegible] said period may form pa[illegible] and of the three years [illegible] rule VIII

2 This furlough cannot be given in extension of any furlough, neither can it be extended beyond the six months, except on medical certificate, in which case the whole of the absence will be considered as furlough taken under rule XIV, clause 1

NOTE (1) —[Furlough under th[illegible]

NOTE [illegible] under the provisions of these regulations can obtain furlough on medical certificate]

Residence during furlough

RULE XII —Subject to State considerations [illegible] to whic[illegible] portion[illegible] the Go[illegible]

[illegible] considered to have returned to his duty.

Furlough on Medical Certificate

RULE XIII —1 Furlough on medical certificate is obtainable under Notes (1) and (2) of rule IX and rule XIV to the extent of t[illegible] on a fresh medical certificate up to a t[illegible] furlough on private affairs who may be [illegible] will be thenceforward entitled to the [illegible] tages as to retention of appointment, pa[illegible] medical certificate

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3 Should the circumstances of the case, however, warrant a further extension of furlough it can only be granted without pay

NOTE.—[All officers, however employed, and whatever the amount of furlough granted them may be, who leave India on medical certificate, are required to produce a certificate of fitness for duty before they can be allowed to return.]

RULE XIV.—1. An officer whose health may necessitate his taking furlough within three

2. If, however, he shall have served three years since the date of his last return to duty, although there may be no balance of furlough at his credit, he will be entitled, on obtaining furlough on medical certificate, to receive "furlough pay," as laid down in rule V, for the entire period not exceeding two years Should the latter period be exceeded, he will come under the provisions of rule XIII

necessitate his absence without forfeiting any lles, or if a subaltern, by

of two has so e estab-

3. Any extension, on medical certificate, of furlough taken under this rule beyond two years must be on "English furlough pay" under rule XIII, and without pay if on private affairs.

NOTE.—[All

Aggregate furlough admissible.

RULE XVI.—The aggregate amount of furlough, with pay and retention of appointment, on private affairs and on medical certificate that may be granted to an officer during his service, will be limited to eight years

NOTE (1)—[This aggregate is calculated agreeably to clauses 1 and 2 of rule IX (See also rule XXVI)]

NOTE (2)—[Furl

Beginning and termination of furlough.

preceding that on which the vessel on which he returns to India drops her anchor or is moored at any Indian port An officer's furlough begins on the vessel's departure from any Indian port at which he first joins her, and ends on the day before her arrival at the port where he last quits her.

NOTE (1).—[Fr

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NOTE (2) —[From the 4th April 1870 to the 14th September 1874, inclusive the date of disembarkation was reckoned as a day of furlough and not of duty]

NOTE (3) —[The furlough of an officer ordered to Ind a before its exp ration for special

the Continent of Europe]

Subsidiary leave.

cient reasons

NOTE (1) —[T

special sanction of the Government previously obtained This period of three months is inclusive of all subsidiary leave The only exception to this ruling is in the case of an officer detained on public grounds, who, in reporting his de parture, should attach a certificate signed by the head of his department, or other authority, to that effect, but officers, whose furlough or leave out of Ind a has appeared in orders, are not if it can be avoided, to be placed on duties which are likely to cause their detention in India beyond the abovementioned time]

NOTE (2) —[The amount of subsidiary leave admissible, and the allowances of military officers in civil employ durn g such leave, will be adjusted according to Civil Rules]

NOTE (3) —[Leave preparatory to retirement from the service does not reckon as service towards pens o]

NOTE (4) —[An officer unavoidably detained at the presidency for passage in a troop ship, beyond the usual subsidiary leave, shall count the period of such detention as subsidiary leave]

NOTE (5) —[An officer proceeding on furlough while on general leave, without rejoining, is not entitled to subsidiary leave]

Payment of furlough allowances and advances.

RULE XIX —Furlough allowances are payable monthly if payment is taken in India, and quarterly if payment is taken in England.

RULE XX —Advances of furlough pay will continue to be made in India to those officers who desire it for three months from date of embarkation Payments in continuation will be made in England on the expiration of six months from that date (See rules on the subject, articles 523 to 532 (¹) and 883 of Army Regulations, Vol I, Part I)

Last-pay certificate

RULE XXI ay be granted furlough, e rate of the pay and he will be entitled in

N B —For rules regarding the obtainment of last pay certificates by officers quitting India, see clause 46, India Army Circulars for May 1880

Acting allowances

RULE XXII —1 An officer acting in India for an absentee on furlough will be restricted,

(¹) The provisions of article 5?9 are not applicable to military officers in civil employ taking leave under the rules applicable to Members of the Indian Civil Service When advances are made under article 5?9 to officers tak ng leave under the rules applicable to military officers recovery should be made in accordance with the Civil Service Regulations [see article 81 (J)], and not under article 5?9 of the Army Regulations Vol I, Part I

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[illegible] appointment in which [illegible] half staff salary of his [illegible] to the acting officer [illegible] salary of the post

NOTE.—[The indulgence granted by the above rule is only allowed to one *directly* officiating in the place of the officer absent on furlough, not to one acting in the room of an officer who is himself acting for an absentee on furlough]

2 A Warrant Officer acting for one of a higher grade on furlough receives half of the aggregate allowances of the absentee, added to half of the aggregate of his own allowances

Leave that counts as service for Pension under the Rules of 1854 and 1868

RULE XXIII —1 Military and medical officers under the Regulations of 1854 and 1868 count the following proportion of leave taken under those Regulations as service for pension, subject (in the case of officers under the rules of 1796) to the condition laid down in clause 4 of rule XXXIV —

MILITARY			MEDICAL.		
Yrs.		Yrs	Yrs		Yrs
2	in	20	1½	in	17
3	„	25	3	„	20
4	„	30	4	„	25
5	„	35	5	„	30
6	„	38			

NOTE (1) —[The following proportion of leave taken under the Regulations of 1854 and 1868 *reckons for pension with effect from the 1st July 1891* —

MILITARY			MEDICAL.		
Yrs		Yrs	Yrs		Yrs
2	in	20	2	in	17
3	„	24	3	„	20
4	„	28	4	„	25
5	„	32	5	„	30
6	„	38			

NOTE (2) —[Officers of the old Indian Cadres of Royal Artillery and Engineers and of the 12 new Line Regiments of Cavalry and Infantry, who are serving under Indian Pension Rules are allowed to count all full pay service, past or future, towards pension on retirement]

2 Warrant Officers obtaining that rank after the 24th August 1872 can only reckon as service towards pension the following periods of leave whether taken in or out of India —

18 months in 12 years' departmental service		irrespective of whether taken in the non commissioned or warrant grade
20 „ 14 „ „ „		
24 „ 16 „ „ „		

3 Those who were promoted to warrant rank before that date are allowed to continue if they prefer it, on the old rule, and reckon all leave in India as service, all out of India being deducted from their service for pension

Illustration of the mode of computing service for pension in any case

	Yrs	M	Yrs
Total service from date of arrival in India, say			30
Leave—			
In Europe, say	6	7	
In India	3	5	
	10	0	
Of which he can reckon	4	0	
Remaining to be deducted	6	0	6
Service counting for pension			24

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Calculation of furlough on private affairs

RULE XXIV —In computing the furlough on private affairs to which an officer, who has

Illustrations

(1) An officer who had obtained under the existing rules two years' furlough after ten years' service returns to India on the date on which this order is promulgated He accepts its conditions and serves four years longer in India On the expiration of that term he can take one year's furlough, thus—

Total service in India	14 years.
Leave to which that service entitles him	3 "
Already enjoyed	2 "
Balance	1 year.

(2) An officer of four years' service has proceeded on sick certificate to England for twenty months, extended afterwards to two years He returns, serves six years in India, takes two years furlough, and returns to India about the time of the promulgation of these rules, which he accepts He must serve four years before he can take an additional year's furlough, thus—

Total service up to return from furlough	14 years
Total service in India	10 "
Furlough enjoyed on that service	2 "
Further period of service to entitle him to one year's furlough	4 "

Chapter II.—General Leave on Private Affairs and Medical Certificate in India.

General leave in India.

RULE XXV —[illegible] ...nt, to take leave on private affairs or ... not exceeding six months, at the ... or of the Government under which ... absence on this account the officer ... his staff salary. Leave taken ... to furlough If this indulgence ...ly, the officer will lose his staff

NOTE.—[See Note (4) to rule XXXIII]

Short leave on medical certificate

RULE XXVI —Leave on medical certificate for a period exceeding six months, capable of extension under renewed medical certificate to a limit of one year, may be granted to any

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officer who, in the opinion of a medical board, may require it. Leave of this nature taken after the promulgation of these rules, will be held to constitute a part of the maximum period of eight years' leave of absence to which an officer is entitled in his entire period [illegible] but will not be regarded as [illegible] entitling [illegible] moiety of [illegible] exceeded, [illegible]

Short leave to sea

RULE XXVII —Short leave, not exceeding three months, on private affairs or medical certificate, may also be taken to sea on the above condition, but absence from India for any longer period will be treated as furlough

NOTE —[This leave is reckoned from the date of embarkation to that of debarkation, but an officer is not permitted to visit Europe on such leave]

General leave counts for pension

RULE XXVIII —All general leave taken in India counts as part of the leave reckoning against service for pension

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Chapter III.—Privilege Leave.

Conditions of grant

RULE XXIX —Privilege leave may be granted, as at present, for sixty days in each year to all officers in military employ, without deduction from the salaries and emoluments [illegible]

NOTE (1) —[Privilege leave for ninety days, after thirty three months' duty which may be [illegible]

NOTE (2) —[Officers are not required to report themselves to the India Office should they go to England, but it will be incumbent on them to keep their departmental [illegible]

NOTE (5) —[General Officers Commanding Districts are not eligible for the ninety days' privilege leave referred to in the above Note (1)]

furlough, and an additional year for each subsequent five years' service Furlough not taken at the time it becomes due is not lost, and can, subject to these rules, be taken later.

NOTE —[Service for furlough under these rules, in the case of an officer *electing* them, is reckoned from the date of his *election* (See also Notes (2), (3) and (4) to Schedule A)]

Furlough admissible

RULE 2 An officer may receive at any time any portion of the furlough to which he is entitled, but, except under rule 8, he may not be absent from duty on any ground for more than three years consecutively, nor on return from furlough may he receive, except under rule 6, any further portion of the furlough to which he is entitled until after the interval of two years

RULE 3 It must be distinctly understood that furlough is subject to the exigencies of the public service Officers commanding regiments and heads of departments will forward no application for furlough *unless able to satisfy the superior authorities that the officer's* services can be spared without any inconvenience to the public service

Retention of appointment.

RULE 4 Furlough does not involve forfeiture of appointment, may be spent anywhere, and counts as service for pension (See rule 8)

NOTE ([1]) —[All furlough necessitated by wounds or illness contracted by active service on the field is treated as "extraordinary furlough" to the extent of two years, reckoning as service for pension and as not subject to repayment irrespective of whether it is earned by length of service or not]

Furlough allowances and advances.

RULE 5 A Commissioned Officer on furlough receives (up to, but not beyond, the sum of £1,000 a year) half the emoluments of his office, computed according to a rate of exchange to be fixed in each year by the Secretary of State, but in any case he does not receive less than £250 a year The emoluments of his office include all pay, Staff Corps pay, staff salary, and Indian allowances he would receive in respect to it if he were on duty , and for the purpose of each payment, his office is the office he fills on the day when that payment becomes due. (See Note (2) to rule 6 and rule 8)

NOTE —[An officer may receive furlough pay for three consecutive years if he is entitled to and is allowed so much furlough at one time, and is also entitled to increased pay if promoted during furlough from date of promotion]

(1) A Warrant Officer receives half the emoluments of his office, calculated in the same manner as those of Commissioned Officers , no Warrant Officer, however, receiving as furlough pay less than the English furlough pay of his rank

NOTE —[For rules regarding advances to officers proceeding on or returning from furlough out of India, see articles 523 to 532 and 883 of Army Regulations, Vol I, Part I]

Furlough on medical certificate

[illegible]

NOTE (1) —[The grant of furlough on medical certificate is restricted to a maximum period of one year in the first instance]

NOTE (2) —[An officer of less than two years' service from date of coming under the new rules falling sick, will be sent to England on medical certificate, without the period of his furlough being fixed, on "English furlough pay," subject to the decision of Her Majesty's Government as to his ultimate disposal; a special report on each case being submitted to Her Majesty's Government by the Government of India or, in the case of officers of the Madras or Bombay Army, by the Governments of those presidencies (See Notes (2) and (3) to Schedule A)]

([1]) Officers who under the operation of rule III of the Supplementary Regulations on page 3?3 have become subject to Civil Rules, are entitled to the concession made by this note.—(Finance Order No 2?35, dated 2nd September 1885)

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NOTE (3) —[Furlough to the extent of two years in all may be anticipated a second time under rule 6, when the first anticipation was rendered necessary by wounds or illness contracted by active service in the field (See Note to rule IV)]

RULE 7. An officer who has exhausted the furlough obtainable under these rules, and who may be certified by a medical board to be still unfit for duty, will be placed temporarily or permanently on half pay, according to the circumstances of the case

NOTE —[An officer anticipating furlough a second time will be placed on half pay at once, and allowed to proceed to England in the same manner as under Note (2) to rule 6 (But see Note (3) to rule 6)]

Special furlough

RULE 8 Under very urgent circumstances, special furlough may be granted for private affairs, which need not be paid back, but it will be in all cases without any kind of pay, and will not count for pension.

NOTE —[The amount of leave which may be granted under this rule will be restricted to such periods as the Government granting it is satisfied to be actually necessary, with reference to the urgency of the case]

Advances for passage money.

RULE 9 Advances for passage money, on need shown, will be granted to officers on furlough, to be recovered in manner specified at the time of the grant in India, at the discretion of the local Government, and in England, at the discretion of the Secretary of State

Special (six months') Leave

[illegible]

a substitute, and they may grant it as preparatory or subsidiary to furlough or for the purpose of a medical examination Leave counts as service for pension and furlough The local authorities shall be defined for the purpose of this rule by the Government of India. (See Subsidiary Rules II and III)

[illegible]

NOTE (2) —[If an officer exceeds the six months' leave admissible at one time under the above rule, the entire period will be converted to *furlough*, and his allowances adjusted accordingly]

NOTE (3) —[An officer cannot take leave under rule 10 piecemeal. (But see clause (2) to Subsidiary Rule III)]

Beginning and termination of leave

RULE 11 Leave and furlough are reckoned from and to the close of the day named in the order granting them (But see articles 659 and 660 of Army Regulations India, Vol I, Part I)

Officers not in Schedule A

RULE 12 The position of officers not included in Schedule A will be unchanged as respects leave or furlough

Pensionary service of officers electing these rules.

RULE 13 Officers now in the service placing themselves, from a given date, under these rules, shall count service for pension up to that date under the rules to which they were then subject

Appendix No 12

NOTE (1) —[An officer who elects the Regulation of 1875 takes with him so much service for pension as he had become entitled to under former rules Under the rules of 1854 and 1868 two years' leave in twenty years' service counts for pension, but in periods of less than twenty years no leave counts Therefore, if an officer, now under the rules of 1854 or 1868, of *twenty years' service with*

Schedule A.

(*Referred to in Rules 1 and 12*)

(1) Officers entering the Staff Corps or Indian Medical Service, and Warrant Officers attaining that rank, after the 21st December 1875, and

NOTE (1) —[The date of entry into the Staff Corps is that of entry for choice of Furlough Rules, *viz*, the date on which the officer was originally appointed on probation An officer, therefore, whose date of admission to the Staff Corps is not after the 31st December 1875, will have the choice of rules, but an officer whose date of admission is after that date will have no option]

NOTE (2) —

I —[Off

reckoned as taken under rule 6.

II —Should, therefore, an officer, who took leave out of India on medical certificate

NOTE (3) —[

NOTE (4) —[An officer electing these regulations, and having furlough to his credit under previous rules, forfeits such furlough absolutely, he being required to serve five years from date of such *election* to entitle him to one year's furlough, unless it be furlough on medical certificate under rule 6 An officer similarly circumstanced, but having furlough to his debit is, equally with the others, entitled to take one year's furlough five years after electing the new rules.]

(3) Any officer in civil employment, declared by the Government of India to be under Civil Leave Rules, shall not be under these rules

NOTE —[These Regulations are not applicable to Commissioned Officers employed in the Public Works Department, but they are applicable to Honorary Commissioned and Warrant Officers so employed.]

(4) The last-pay certificate issued to an officer to whom furlough or leave has been granted shall state the pay to which, under rule 5, he is at that date entitled in respect to the office he is holding, noticing the date, if any, fixed at which he will vacate it

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Subsidiary Rules.

Calculation of Furlough Pay

RULE I —That no "extra or special allowances drawn by an officer, which are now excluded from the account in calculating furlough pay under the rules of 1868, can be reckoned in calculating furlough pay under these rules (rule 5)

Local Authorities defined

RULE II —That the Governments of the three presidencies or Their Excellencies the Commanders-in Chief, in regard to officers serving directly under them, shall be held to be the "local authorities' named in rule 10

Special (six months') Leave

RULE III —That pending further orders a Staff Off [illegible]

Leave to rejoin Appointment

[illegible]

restricted to the half staff pay thereof

[illegible]

NOTE (1) —[Pr [illegible] leave for ninety days after [illegible]

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NOTE (3) — [illegible]

NOTE (4) —Warrant Officers proceeding out of India on privilege leave under Note (1) above must deposit the amount of their return passage money, or give security for the payment of the same]

NOTE (5) —[General Officers Commanding Districts are not eligible for the ninety days' privilege leave referred to in the above Note (1)]

NOTE (6) —[The "Staff Officers" referred to in the above rule III apply to Regimental as well as Departmental Staff]

N B.—It is distinctly to be understood that the rule regarding the pay to be drawn on leave under rule 10 is liable to be modified at any time in any way that the Government of India may deem expedient

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Supplementary Regulations for Military Commissioned Officers (¹) in Civil employ.

Officer subject to Civil or other Rules

RULE I —Any officer now in civil employ, who is subject to the Military Furlough Regulations of 1851 or 1868, shall remain so subject [illegible]

and in India

NOTE (1) —[An officer counts his service for furlough in the Civil Department from the date of his substantive employment in that department]

NOTE (2) —[An officer takes with him to the Civil Department furlough to the extent of one-fifth of his service in the Military Department less any already taken, to be added to the furlough that may be earned in the Civil Department]

Officer reverting to Military Duty.

[illegible]

(¹) An officer who entered permanent civil employ after the 10th January 1880, or who, being [illegible]

Appendix No 12.

Appendix No 13 —*Referred to in Article 703*

List of Civil Engineers with European training still in the service appointed to the Public Works Department in India and admitted by the Government of India, with the concurrence of the Secretary of State for India, to the benefits of the special pension rules for Civil Engineers contained in Section III of Chapter XXIX of these Regulations —(*Public Works Department Notification No. 150, dated 17th May 1888*)

A

Adams, J.
Algie, W.
Anderson, J A

B

Barron, A H.
Blood, B W
Beeston, R C
Brereton, A

C

Cantopher, B W
Chabrel, M J
Cloete, H N C
Cordner, R A

D

Dangerfield, P W
Davies J D
Dempster, J I R
Duncan, P

F

Faulkner, G W.

G

Gahan, H H
Gerrard, A S
Gramatzki F L
Grant, T W

H

Hayes, A
Henslowe, F B
Hodges, R N
Hughes, E W M

I

Irwin, H

J

Jones W R S

K

Keddie, J C G
Ker, T
Knolles, A S
Kuster, E E A

L

Leeson, G I P
List, G H

M

Martyn, G V
Maclaren, F B
McCudden, E G J.
McLaughlin, F J
Mackinnon, M C
Meares, W E
Moore G E
Morse, F H W
Morris, D.

O

Oldham, A J

S

Salmond, J M.
Sills, F
Stent, W. K

T

Thornhill J
Thompson T M L
Toogood J H

W

Walch, G T.
Walker, F B
Wallis, B G
Warden H W
White W H
Wickes, T H

Appendix No. 14.—*List of Civil Engineers referred to in Article 709.*

(a) *List of Civil Engineers appointed in England by the Secretary of State.*

Names.	Appointed 1st grade Assistant Engineer in
Bell, J. R.	October 1868.
Clift, H W.	Ditto.
Croudace, C H.	Ditto
Ramsay, J.	Ditto

(b) *List of Civil Engineers appointed in India.*

Names.	Grade in which appointed.	Date of appointment.
Anderson, J A.	Assistant Engineer, 1st grade	December 1871.
Birkbeck, M	Ditto ditto	November 1872.
Dangerfield, P. W.	Ditto ditto	Ditto.
Henslowe, F. B.	Ditto ditto	October 1868
Irwin, H	Ditto ditto	February 1868.
Keddie, J. C. G.	Ditto ditto	January 1873
List, G H	Ditto ditto	March 1873.
Maclaren, P. B.	Ditto ditto	April 1875
Moore, G E.	Ditto ditto	December 1871.
Parker, W H.	Ditto ditto	August 1860.
Rundall, J W.	Supernumerary Engineer	August 1855.
White, W. H.	Assistant Engineer, 1st grade	April 1875.

Appendix No. 15.—*Referred to in Article 741 (b).*

Allowances to Bengal Covenanted Pilots on special duty.

1. The following rules apply only to Licensed Pilots and to Government Pilots on the Free List They shall not affect the right of the latter to revert to the Salaried List, but such reversion shall be allowed only on the present rates of salary The term Pilot in these rules includes leadsman

2 Allowances to Pilots who may be temporarily employed under orders of Government on special duties will ordinarily be granted at the following rates per mensem:—

	R
Branch Pilots	1,000
Master "	700
Mate "	450
Leadsmen	150

3 (a) Allowances at the above rates will be granted in the following cases —

(i) To Pilots summoned as jurors in the Marine Court

(ii) To Pilots employed as assessors in cases tried under Act V of 1883

(iii) To Pilots serving on Departmental Committees of Enquiry held under the orders

the Port Officer

N B — In all the above five cases the Pilots shall, on the termination of the special duty, revert to the Turn List in the position which they occupied when taken away for that duty

(vi) To Pilots tried by the Marine Court and acquitted of all blame for such time as they may have been suspended from duty

(vii) In all other cases in which the Government may think fit to grant allowances at the above rates

(b) Pilots attending criminal or civil courts to give evidence on behalf of Government in matters of which they are cognisant shall not be entitled to allowances at these rates unless the circumstances of the case are such that the Government consider it right to compensate them specially for their attendance

4 Detention allowance shall be calculated at the above rates for all periods exceeding 24 hours, the 24 hours to be reckoned from the time at which the vessel was announced to sail, or from the time at which the stoppage necessitating the detention of the Pilot off pilotage work began provided—

(i) That no detention allowance whatever shall be charged when a vessel is prevented from proceeding by stress of weather, insufficiency of water, inability

5 Pilots carried off to sea under protest shall receive compensation for the period of their enforced absence from duty at the rate of R10 a day Leadsmen in these cases will receive an allowance of R5 a day

7 A Pilot, whether acting or temporary in a grade, shall, in respect of these rules, be entitled to the same privileges as if he were permanent in the grade

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Appendix No 16 —*Referred to in Article 868*

Formation of Local Fund Pension Funds

Extract from a letter No 3177, dated 31st August 1871 from the Government of India, in the Finance Department, to the Government of Bengal

"4 The references made in your letter to a proposed formation of a Pension Fund by deduction from salaries probably arise from the orders in this Department No 940, dated 16th June 1870, which contained, as models, certain rules proposed by the Government of Bombay for the

the question to guarantee from Imperial Revenues the solvency of any such fund A Pension Fund formed by deduction from salary is perhaps, objectionable also on another ground, namely, that it, to a certain extent, unnecessarily fetters the hands of the employer

throwing the charge forward upon future years, would perhaps, afford a useful check against indiscriminate recommendations by those who have the management of the funds "

Appendix No 17 —*Referred to in Articles 936 and 1052*

List of Colonial Treasurers, District Paymasters, and other Imperial Agents in the Colonies.

Station	Designation of Agent.
Bahamas	The Acting District Paymaster.
Barbados (including British Guiana, Trinidad etc)	The District Paymaster
Bermuda	The District Paymaster
British Columbia	The Naval Storekeeper, Esquimalt Yard (British Columbia)
British Honduras	The Colonial Treasurer
Canada East, Montreal District	The District Paymaster, Halifax, Nova Scotia
Canada West, London and Ottawa Districts	The District Paymaster, Halifax, Nova Scotia
Canada West, Hamilton District	The Staff Officer of Pensioners, Toronto, Canada West; and the District Paymaster, Halifax, Nova Scotia
Canada West Toronto District	The Staff Officer of Pensioners, Toronto
Cape of Good Hope	The District Paymaster, Cape Town.
Ceylon	The District Paymaster
Cyprus	The District Paymaster
Falkland Islands	The Colonial Treasurer
Fiji Islands	The Governor
Fort Garry	[illegible]
Gambia	[illegible]
Gibraltar	[illegible]
Gold Coast	[illegible]
Hong Kong	The District Paymaster
Jamaica	The District Paymaster
Lagos (Africa)	The Colonial Treasurer
Malta	[illegible]
Mauritius	[illegible]
Natal	[illegible]
New South Wales	[illegible]
New Zealand	[illegible]
Nova Scotia (including London, Montreal, Ottawa, and part of Hamilton Districts)	The District Paymaster, Halifax
Queensland	The Colonial Treasurer, Brisbane.
Sierra Leone	The Acting District Paymaster.
South Australia	The Colonial Treasurer, Adelaide
St Helena	The Acting District Paymaster.
Straits Settlements	The District Paymaster

Appendix Nos 17 and 18

Station	Designation of Agent
Tasmania	The Agent for Imperial Expenditure, Hobart
Transvaal	The District Paymaster, Pietermaritzburg, Natal
Vancouver's Island	The Naval Storekeeper, Esquimalt Yard (British Columbia)
Victoria	The Colonial Treasurer, Melbourne
Western Australia	The Colonial Treasurer, Perth

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Appendix 17.

Substitute the following for this Appendix —

List of Colonial Treasurers, District Paymasters, and other Imperial Agents in th[illegible]
F. 1022 of 1892)

Bahamas	The Receiver General and Treasurer, Na[illegible]
Barbados (including British Guiana, Trinidad, etc)	The District Paymaster, Barbados
Bermuda	The District Paymaster, Bermuda.
British Columbia	The Naval Storekeeper, Esquimalt Y[illegible] Columbia
British Honduras	The Colonial Treasurer, Belize, British Ho[illegible]
Dominion of Canada (except British Columbia) and Newfoundland.	The District Paymaster, Halifax, Nova Sco[illegible]
Cape of Good Hope	[illegible]
Ceylon	
Cyprus	
Falkland Islands	
Fiji Islands	
Gambia	
Gibraltar	
Gold Coast	
Hong Kong	
Jamaica	
Lagos	
Malta	
Mauritius	
Natal	
New South Wales	
New Zealand	
Nova Scotia	
Queensland	
Sierra Leone	
South Australia	The Colonial Treasurer, Adelaide, South Australia.
St Helena	The Acting District Paymaster, St. Helena
Straits Settlements	The District Paymaster, Straits Settlements
Tasmania	The Agent for Imperial Expenditure, Hobart T[illegible]mania
Transvaal	The District Paymaster, Pietermaritzburg, Natal
Vancouver's Island	The Naval Storekeeper, Esquimalt Yard, Brit[illegible] Columbia
Victoria	The Colonial Treasurer, Melbourne, Victoria
Western Australia	The Colonial Treasurer, Perth, Western Australia.

—(12) (Financial Department No. 1911 dated 6th May 1892)

Station.	Designation of Agent.
Tasmania	[illegible]
Transvaal	[illegible]
Vancouver's Island	[illegible]
Victoria	The Colonial Treasurer, Melbourne.
Western Australia	The Colonial Treasurer, Perth

Appendix 18.—*Referred to in Article 1092, Rule 2*

STATE RAILWAYS—RULES FOR FREE PASSES—[Enclosure to Public Works Department Circular No XLII (Railway) of 1881]

Nature of Passes.

1 Free passes are of four kinds—

(A) —Gold Passes
(B) —Silver „
(C) —Card „
(D) —Cheque „

but it must be distinctly understood that these rules give no one a title to claim a free pass except those officers of the Postal Department hereafter mentioned

2 A gold pass entitles the holder to travel at any time over all Indian State Railways.

3. A silver pass entitles the holder to travel at any time over the particular railway or railways for which it is granted.

A silver pass held by an officer of a Guaranteed Railway Company will permit the holder to travel over every State line in immediate connection with the railway to which the officer belongs

A silver pass held by an officer of the Consulting Engineer s Department holds good over every State line on which officers of that Department have official business This also applies to Chief Engineers of Provincial Railways, and to analogous cases.

4. A card pass entitles the holder to travel over the particular railway, or portion of the railway, for which it is granted, at any time within the dates specified on the pass

As a rule, a card pass should only be issued for that portion of the railway over which the employé has to travel It is left, however, to the discretion of the Manager to extend the privilege of the pass as occasion may require

5 A cheque pass entitles the holder to travel on the particular railway, or portion of the railway, for which it is granted, on the date and within the limits of distance specified on the pass

Issue of Passes

6 The officers empowered to issue passes under the following rules are —

(A) Gold Passes / *(B) Silver* „	The Director General of Railways
(C) Card „ / *(D) Cheque* „	The Manager(¹) of the Railway for which the pass is available

NOTE (¹) —[By "Manager" in these rules is meant the Chief Officer charged with the executive control of the railway for the time being]

As regards cheque passes, the Manager can depute this power to any officer of the railway being a head of a department, and also to the Assistant Superintendent of Telegraphs, but passes given by such officers must be confined to persons employed in their own departments.

The Director General of the Post Office can issue cheque passes to employés travelling on *bonâ fide* Railway Mail Service He can depute this power to such officers of the Railway Mail Service as he may desire

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7 In the absence of any of the officers to whom power may be deputed, one assistant, to be named by each of them, may issue cheque passes for, and on the responsibility of, the said officer or officers

8. The persons to whom passes may be given are—

(*A*) *Gold Passes.*

The Secretary to Government of India, Public Works Department
,, Director General of Railways
,, Director General of the Post Office of India
,, Director General of Telegraphs
,, Consulting Engineer to the Government of India for State Railways
,, Inspector General, Railway Mail Service
,, Accountant General, Public Works Department, or the officer of his Department in immediate charge of Railway Accounts

(*B*) *Silver Passes*

The Manager . . . . } Permanently attached to, and actually employed on, the particular railway for which the pass is available
,, Superintendent of Way and Works . . .
,, Locomotive Superintendent . . . .
,, [illegible] . . .
,, [illegible] . .
,, [illegible] .
,, [illegible] India, Madras, and Bombay, and their Deputies
,, Agent . . . . } of each Guaranteed Railway in direct connection with a State Railway.
,, Chief Engineer . . . . . .
,, Locomotive Superintendent . . . .
,, Traffic Manager . . . . . .
,, Chief Auditor . . . .
,, Superintendents, Railway Mail Service . . } when their beats of service extend over the whole length of the railway
,, Assistant Superintendents of Telegraphs . .
,, Chief Executive Officer, Railway Police . .

(*C*) *Card Passes*

[illegible] ...ually ... over [illegible]

The following officers and employés of the Post Office and Telegraph Departments —
Local Heads of Postal Circles over portions of lines within their circles
Superintendents, Railway Mail Service, over portions of lines within their beats
Inspectors . . } *attached to the Railway Mail Service.*
Record Clerks . .
Camp Clerks . .
[illegible]

Also at the discretion of the Manager—
Ministers who constantly minister to the spiritual wants of the servants of the railway
Contractors or Contractors' Agents employed in the construction or maintenance of the railway
Refreshment Contractors.

(*D*) *Cheque Passes.*

Assistants Director General of the Post Office, when travelling on *bonâ fide* Postal service
Employés of the Railway Mail Service
Persons other than those above mentioned, whose duties are connected with the railway service, but which do not involve frequent travelling on the railway.

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Also to the following, at the discretion of the Manager —

Officers of English, Foreign, Guaranteed, or other railways and their families

NOTE.—[Officers travelling in the course of duty and who are eligible for travelling allowance *for the performance of that duty, are not entitled to a free pass*]

Wives and children of officers and subordinates employed on the railway

Ministers when occasionally ministering to the spiritual wants of the servants of the railway

Refreshment Contractors' Agents, and Managers attached to the Railway refreshment-rooms

9 Gold and silver passes entitle the holders to 1st class accommodation.

[illegible]

drawing salaries of *more* than R100 per mensem . 2nd „

All persons employed in the minor establishment drawing salaries of R100 per mensem and less intermediate class, or where intermediate accommodation does not exist, 2nd class for those drawing salaries of not less than R50, otherwise . . 3rd „

(At the discretion of the issuer)

All officials of the Postal and Telegraph Departments according to the rule prescribed by the Government

(E) Form of Passes

[illegible]

NOTE.—[When, in the case of subordinate members of the Railway Establishments Police Force, Postal and Telegraph Departments, it is found impracticable to enter the names they may be omitted at the discretion of the Manager In the case of gangs, the name of the mate and number of men will be sufficient]

[illegible]

strictly confined to those employés specified in paragraph 8 (*C*), and they should be made available *only over those portions of the railway* within the respective circles or beats of the holders The period for which these passes may be issued is left to the discretion of the

[illegible]

Use of Passes.

18 Gold and silver passes can only be used by the holders, and are in every case to be considered personal

NOTE.—[The gold passes held by the Directors General of the Post Office and Telegraphs may also be used by the Deputies Director General]

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19 Subject to the provisions of paragraph 13, card and cheque passes can only be used by the persons whose names are entered on the passes

20 Card passes can only be used within the dates, and cheque passes on the dates, specified therein.

21 Each holder of a gold, silver or card pass must return it to the issuer on ceasing to hold office, or upon going on furlough or leave necessitating the appointment of a substitute

22 Each holder of a card pass must return it to the issuer on the day next following that upon which the pass expires. (See rule 38)

23 Each holder of a cheque pass must deliver it up at the end of his journey under the pass, whether called upon to do so or not

24 All passes of every kind are to be examined by ticket collectors as minutely as ordinary tickets, whenever the tickets of other passengers are examined.

25 Ticket collectors are directed to enquire the name of every holder of a gold or silver pass and enter it, as well as the title engraved on the pass, in their reports

26 Each holder of a pass who is unable to produce it when travelling, and called upon to do so by a ticket collector, will be required to pay full fare in precisely the same way as an ordinary passenger who is unable to produce his ticket

Free Passes for Servants and Baggage

27 All first class passes entitle the holders to take two servants, and all second class passes one servant, with them in a third class [illegible]
Inspecting Signallers and Inspecting [illegible]
Department whose salaries are R100 per me[illegible]
of the railway to which they are attached, [illegible]
lowest carriage free of charge.

28 The holder of any description of pass will be entitled to have his baggage conveyed free to the following extent —

1st class pass	3 maunds
2nd „ „	1½ „
3rd „ „	20 seers

[illegible]

29 [illegible]

special cases.

Audit of Passes

31 A return of the card and cheque passes issued by every officer will be made to the Audit Office of the railway each month in the prescribed form (G 21).

32 This return will be rigidly scrutinised in the Audit Office and compared with the collected passes. It is the duty of the auditing officer to bring to the notice of the Manager every case in which it appears to him that passes have been irregularly issued.

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The column of this return, in which the reason for the issue of every pass is to be entered, must be invariably filled up.

Miscellaneous Rules

35. The transfer of passes is strictly prohibited.

36

37. making and wil ernment of India in all such cases before issuing passes

38 State Railway passes will not, as a rule, be issued for any State line worked by the East Indian or a Guaranteed Railway unless so stated in the Articles of agreement. Instead the rules of such railway will have force on those lines.

39 A copy of these rules will be issued to an officer at the time he is provided with a metal pass A receipt for the pass will be taken from the recipient, and will be returned on the return of the pass

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Appendix No 19 —*Referred to in Article 1096*

List of Officers rated as in the first class for the purposes of the Travelling Allowance Regulations.

LAND REVENUE—
- (i) Assistant Collectors in Sindh.
- (ii) Assistant Commissioners in Non-Regulation Provinces, with the exception of the 2nd Assistant Commissioner in Coorg
- (iii) Extra Assistant Superintendents, Port Blair
- (iv) Deputy Magistrate and Deputy Collector employed under the Director of Agriculture in Bengal
- (v) Officers of the Settlement Department in the Central Provinces whose pay and local allowance together exceed R500 a month.

OPIUM—
- (i) Sub-Deputy Opium Agents.

SALT DEPARTMENT—
- (i) Assistant Collectors, Bombay.
- (ii) Ditto Commissioners, Madras
- (iii) Ditto ditto, Northern India

CUSTOMS—
- (i) Assistant to the Collector of Sea Customs, &c, Karachi

FOREST—
- (i) Deputy Conservators.
- (ii) Assistant ditto
- (iii) Forest Settlement Deputy Collectors, Madras.

POST OFFICE—
- (i) Examiners
- (ii) Personal Assistants to Postmasters-General
- (iii) Superintendents

TELEGRAPH—
- (i) Assistant Superintendents, except those employed on the Persian Section of the Indo-European Telegraph Department
- (ii) Officers on the Mekran Line whose pay is not less than R250

GENERAL ADMINISTRATION—
- (i) Assistant to the Commissioner in Sindh
- (ii) Superintendent of the Toshakhana Establishment attached to the Foreign Department
- (iii) Chief Superintendents of the Financial Department.
- (iv) Probationers of the Financial Department
- (v) Deputy Examiners of the Military Accounts Department.

JAILS—
- (i) Assistant Superintendents of Jails, Bengal.

POLICE—
(i) District Superintendents
(ii) Assistant ditto
(iii) Probationers

MARINE—
(i) Senior Port Officers

EDUCATION—
(i) Inspectress of Schools, Madras, Calcutta and the Punjab.
(ii) Officers on the graded list of the Superior Educational Service.
(iii) Superintendent of the School of Arts, Madras
(iv) Deputy Inspectress of Schools, Lucknow.

MEDICAL—
[illegible]

SCIENTIFIC AND OTHER MINOR DEPARTMENTS—
(i) [illegible]
(ii) [illegible]
(iii) [illegible]
(iv) Government Archæologist, Burma
(v) Surveyors, 1st grade, of the Survey of India
(vi) Assistant Superintendents, 2nd class, Madras Survey
(vii) Assistant (Probationary) Superintendents, Madras Survey
(viii) Assistant Superintendents, Geological Survey

PUBLIC WORKS—
(i) Apprentices
(ii) Assistant Engineers (including Warrant Officers and Civil Upper Subordinates holding the rank of Honorary Assistant Engineers, provided [illegible]

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Insert the following under "MEDICAL" —

(iii) Assistant Sanitary Engineer, Madras.

(1[a])—(Financial Department No 1391 dated 28th March 1892.)

Appendix No 20—[illegible]

Travelling Allowance Rules for Officers of the Marine Department holding Appointments afloat or in Dockyards—(*Marine Circular No 5, dated the 30th January 1883*)

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1 The following rules regulating the travelling allowance of officers of the Indian Marine holding appointments afloat or in dockyards are published in supersession of all previous orders on the subject

NOTE—[These rules do not apply to the Director or Deputy Director of the Indian Marine, who come under the ordinary Civil rules.]

2 Officers are for the purposes of these rules divided into the following classes —

Class I—Commanders of I G vessels, Dockyard Gazetted Officers, Marine Survey Officers, and all other Executive Officers, Engineers and Assistant Engineers.

Class II—All other European employés and native employés in receipt of R50 per mensem and upwards

Class III—All others

3. An officer is entitled to travelling allowance—

(a) When transferred from one appointment to another for the public convenience, and not at his own request

(b) When ordered by competent authority to proceed on any Government duty

NOTE—[Travelling Allowance is not granted to an officer going on, or returning from, leave]

4. An officer of the 1st class travelling by sea, or in a river steamer, or by railway, is entitled to carry with him at Government expense two servants.

5 (i) When travelling by sea or in a river steamer, an officer is entitled to free passage or passage-money according to his class.

NOTE —[No more personal luggage can be carried at the expense of the State than the quantity the freight on which by custom is included in the charge for passage]

(a) If the board includes wines and liquors, three twentieths of salary up to a maximum of R8

(b) If the board does not include wines and liquors, three fortieths of salary up to a maximum of R4.

... the vessel, an officer of the 1st class proceeding from ... tled to rations will be reimbursed his actual messing ... up to a limit of R4 a day, and an officer of the 2nd ... at the rate of three tenths of salary, subject to a maximum of R3 and a minimum of annas 4 for every day on which he dines on board

NOTE (1) —[An officer travelling on an I G. vessel will join the appropriate mess and receive rations in the same way as the permanent Officers of the vessel]

NOTE (2) —[An officer of the 2nd class is not entitled to be messed at the Commander's table, unless no other mess is provided on the vessel]

6 For journeys by rail, an officer is entitled to travel under a Marine Railway Warrant with accommodation according to his class, and with free carriage of baggage according to the subjoined scale, including the railway free allowance —

	lb
Dockyard Gazetted Officers and Officers of the Marine Survey	*400*

8 An officer travelling by land from and to appointments in which he is entitled to rations will be granted the following allowance, which includes compensation in lieu of provisions, lodging servants, &c —

	R	a	
Officers of the 1st class	4	0	per diem
" " 2nd "	2	0	
" " 3rd "	0	4	

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table, no additional allowance will be required for his entertainment, if the change be to an inferior table such charge only will be made as would be payable for a person of the proper rank for entertainment at such inferior table

6 The Captain's table includes the table of a Flag Officer or a Commodore, should there be one on board, and also the table of a commander in the actual command of a ship. The ward-room is to be understood as including also the table of a Lieutenant or of a Navigating Officer in actual command

7 When a person entitled to mess at a Captain's table (Classes I to VI) is entertained by a Lieutenant or Navigating Officer in command, such person is to be paid for as if entertained at a Captain's table.

8 The sums specified in the scale include provision for a reasonable number of servants and for extra expenses of every kind Rations are issued on account of the entertainment of a reasonable number of servants belonging to and embarked with passengers, the cost of ... covered ... uch fit- ... Febru-ary 1885, Diary D. 384—1502)

9 The periods for which the rates are to be paid shall commence on the day on which the first, and shall terminate on that on which the last, dinner is taken on board

10 Should a passenger, for whom provision is made under competent authority, not embark, or having embarked subsequently disembark, or be transferred to another ship, the mess will be entitled to half the allowance to cover the expenses incurred in making the necessary preparations No deduction is to be made from the allowance for the time passengers may land at intermediate places for their own pleasure

11 [illegible]

disembarkation, or at the nearest chief port, as the case may be

12. Should the passenger not be satisfied with the statement of the Accountant Officer as to the class in the scale under which he is required to pay, the matter is to be at once referred to the authority ordering the passage In the event of the latter Officer agreeing with the passenger, the rate specified by the Accountant Officer should be paid, and the circumstance reported to the Government of India in the Marine Department

13 When payments are made in Indian currency, they should be at the rate of exchange annually fixed by the Secretary of State for the adjustment of transactions between the Home and Indian Governments

II.—Indian Government Vessels.

Class	Passengers	ALLOWANCE PER DIEM			
		For Males	For Females	For Children of Both Sexes: Between 16 and 7 years	For Children of Both Sexes: Under 7 years.
		R a p	R a p	R a p	R a p
	Captain's Table				
I	Viceroy and Governor-General of India	68 0 0 for the first 7 days 14 0 0 afterwards	9 0 0	5 0 0	1 0 0
	Each individual composing the suite	11 0 0 for every day			

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Class	Passengers	ALLOWANCE PER DIEM — For Males		For Females	For Children of Both Sexes — Between 16 and 7 years	For Children of Both Sexes — Under 7 years
	Captain's Table	*R a p*		*R a p*	*R a p*	*R a p*
II	Governors and Commanders-in-Chief	45 0 0	for the first 7 days			
		12 0 0	afterwards			
	Each Member of their suite	12 0 0	for every day			
III	Lieutenant-Governors Bishops and Chief Commissioners	34 0 0	for the first 7 days			
		12 0 0	afterwards	8 0 0	4 0 0	3 0 0
	Each Member of their suite	12 0 0	for every day			
	Members of Council General Officers, Political Residents, and Secretaries to Government of India, Madras, or Bombay	34 0 0	for the first 7 days			
		12 0 0	afterwards			
IV	Political Agents	12 0 0	for the first 14 days			
		8 0 0	afterwards			

NOTE (1) —[The rates are intended to cover all charges for messing, including wines etc]

NOTE (2) —[The above rates will be allowed for Officers under Class IV only when embarking under special circumstances when travelling as ordinary passengers the rates laid down in Table III will be allowed]

[illegible]

15 When more than one distinguished person is embarked at the same time, the person of the highest rank is to be paid for according to the scale, and the other or others only at the rate of R14 or R12 a day per head, as the case may be

15A. The sums specified in the scale include provision for a reasonable number of servants and for extra expenses of every kind

[illegible] entertainment

16 The periods for which the rates are to be paid shall commence on the day on which the first, and shall terminate on that on which the last, dinner is taken on board

17. Should a passenger for whom provision is made under competent authority not embark, or having embarked subsequently disembark, or be transferred to another ship, the mess will be entitled to half the allowance to cover the expenses incurred in making the neces-

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sary preparations No deduction is to be made from the allowance for the time passengers may land at intermediate places for their own pleasure

er commanding the vessel will inform ient, and arrange for payment of the or upon his certificate by the Indian at the nearest chief port, as the case may be

19 Should the passenger not be satisfied with the statement of the commander of the vessel as to the class in the scale under which he is required to pay, the matter is to be at once referred to the authority ordering the passage In the event of the latter Officer agreeing with the passenger, the rate specified by the commander of the vessel should be paid, and the circumstance reported to the Government of India in the Marine Department

III.—First, second, and third class passengers, their families and servants, in hired transport, and when travelling as ordinary passengers in Indian Government vessels.

Second Class—Warrant Officers of the Second Class, Non Commissioned Officers, Assistant Surgeons Probationary and Assistant Superintendents of the Post Office, Sub-Deputy Collectors in Bengal and Assam, and any other Officer in Superior Service not included in the first class

Third Class—All Officers in Inferior Service, including menial servants of the State.

First Class	R	a	p	
Officers, Civil or Military	4	0	0	per diem
Lady or female child of 16 years and upwards	3	0	0	„
Children of 2 and under 16 years of age	2	0	0	„
Children under 2 years of age	Free			

The above rates are exclusive of the charges for liquors, &c

Second Class	R	a	p	
Passengers messed at the warrant officers' or second class table	3	0	0	per diem.
Passengers messed at the commander's table when only one mess is maintained in the vessel	4	0	0	„
Wife or female child of 16 years of age and upwards at any mess	2	0	0	„
Children of 2 and under 16 years of age	1	8	0	„
Children under 2 years of age	Free			

Third Class	R	a	p	
Inferior and menial servants of Government	0	4	0	per diem

Servants of First and Second Class Passengers	R	a	p	
Servant, European, male or female	2	0	0	per diem
Servant, Native, male or female	0	3	0	„

The second class rates include an imperial pint of good ale or beer.

Marine General Orders Nos 71 of 1878 and 31 and 35 of 1880, and Marine Circular No. 8 of 1883, are cancelled.

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Appendix No. 22.—*Referred to in Article 1133*

List of Officers not entitled to Travelling Allowance for journeys on tour.

No of Entry	Designation of Officer	Limitations and Exceptions
	LAND REVENUE	
1	Clerks to Sub-Deputy Collectors in the Assam Valley Districts.	
2	Field establishments of the Revenue Settlement Department, Madras	
3	Menials attached to Survey parties in the field	
4	Peons accompanying Settlement Officers in the Central Provinces on tour	Entitled to the free carriage of their necessary baggage including utensils
5	S [illegible] Department their salary may be charged	[illegible] to have their necessary baggage, utensils, conveyed at Govern[illegible]pense when employed on escort
6	*Settlement Field Establishments* in the Punjab and Central Provinces including Deputy Superintendents and Munserims and chaprasis of District Settlement Establishments.	Chaprasis are entitled to have their necessary baggage including utensils, conveyed at Government expense when employed on escort duty
7	Sub Deputy Collectors in Bengal and Kanungoes in Bengal and Assam	For journeys in a boat, they are entitled to travelling allowance, for journeys in a *public conveyance, they* are *entitled to* travelling allowance at mileage rates for the whole distance on a certificate from the Controlling Officer that it was necessary to travel by such means of conveyance For other journeys of more than [illegible] The daily rate for Sub Deputy Collectors employed in the Western Dooars of Julpigori has been fixed at R3 Sub Deputy Collectors in the Sonthal Perganahs, Bengal, are entitled to travelling allowance under the ordinary rules

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No of Entry	Designation of Officer	Limitations and Exceptions
	LAND REVENUE—*contd*	
8	Subordinate Officers of Revenue Survey, Madras, with the exception of office establishment of the Superintendent and Deputy and Assistant Superintendents	Entitled to travelling allowance when employed on Topographical and other special surveys
9	Supervisor and Registrar of Kanungoes in the North-Western Provinces and Oudh	
10	Tahsildars (other than those employed in the Punjab and in Chittagong and Orissa, Bengal) and Tahsili officials (other than those employed in Chittagong and the Angul and Khondmals of Orissa, Bengal)	Tahsildars in the Dacca Division are entitled to travelling allowance for journeys by boat
11	Talatis (Village Accountants) in Bombay	As in Article 1188 (*a*)
12	Taluk officials in Madras and Coorg	Gumashtas, shroffs, peons, and masalchies in Madras are excepted
13	Tent pitchers in the Punjab	
	SALT	
14	Assistant Collector of Salt Revenue, Kharagora (Bombay Presidency)	
15	Kotegasts, Jemadars, and peons of the Northern India Salt Department	
16	Sub Inspectors and other subordinates of the Madras Salt Department except office establishment of Commissioners and Deputy and Assistant Commissioners	Entitled to travelling allowance for forced marches by road under special orders
	EXCISE	
17	Darogahs in the Punjab	
	FOREST	
18	Foresters not in charge of Ranges and Forest Guards (elsewhere than in *Madras*)	
19	Peons on the establishments of Divisional Forest Officers in Bombay	

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No of Entry	Designation of Officer	Limitations and Exceptions
	REGISTRATION.	
20	Rural Sub Registrars in Bengal.	
	POSTAL DEPARTMENT.	
21	Overseers of Mail Lines . . .	May be granted horse allowances not exceed- [illegible]
	TELEGRAPH	
22	Telegraph Department Sub Inspectors, Linemen, and Batterymen	May be granted travelling allowance under the special sanction of the Director General of Telegraphs who may impose any restrictions he thinks fit Linemen may draw actual ferry charges
	LAW AND JUSTICE—COURTS OF LAW	
23	Civil Courts Amins in the North-Western Provinces and Oudh	
24	Court-criers in Bombay	
25	Havildars and peons of Civil and Sessions Judges, Assistant Sessions Judges and Subordinate Judges in Bombay	
26	Process servers and Bailiffs	
	POLICE	
27	[illegible] ment) below the rank of Assistant Superintendent, with the following exceptions —	Entitled to have their necessary baggage, including utensils, conveyed at Government expense when employed on escort duty NOTE (1)—[The ordinary jurisdiction of Police officers attached to this establishment is confined to a radius of 50 miles from the head-quarters of each sub agency in Rajputana Central India, and Hyderabad territory]
	(a) Bombay Mounted policemen in —, when deputed beyond their districts for the purpose of receiving instruction in cavalry drill and as farriers	Entitled to batta at the rate of 3 annas a day for the whole period of their absence.
	(b) Burma European inspectors in the interior of districts in—.	

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No of Entry	Designation of Officer	Limitations and Exceptions.
	POLICE—contd	
	(c) Madras Presidency District Armourers in the—	
	(d) Port Blair Police Officers —, when employed on duty beyond their distric	European Inspectors and Sub Inspectors R 2 a. 0 p. 0 Native Inspectors and Ch ef Constables R 0 a. 8 p. 0
	(e) Punjab Policemen employed as clerks in d strict or divisional offices in the —.	
	(f) P	co siders t e circumstances of t e journey such as to require this concession
	(g) Punjab Border Militia A Subordinate Police officer employed as commandant of the —	
	(h) Railway Police Officers and men of —	
	(i) Railway Police Inspectors of —	
	(j) Officers entered in Appendix No 24 as entitled to a fixed monthly travelling allowance	
	(k) Head Constables and Constables other than those in receipt of permanent monthly travelling allowance	May draw actual expenses for journeys by boat where this is the ordinary mode of travelling
	(l) European Inspectors and Head Constables of the Burma Police when on duty outside Burma	Entitled to daily allowance at R2
	(m) Kumaon Garhwal District. Inspector of Police of—	Entitled to travelling allowance of R1 8 a day during absence on duty from head quarters
	MEDICAL	
28	Officers of the Vaccination Department below the rank of Deputy Superintendent elsewhere than in Madras, Bengal, Burma, and Assam	ernment wl en required to travel rapidly to a distant place

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Appendix No 22

No of Entry	Designation of Officer	Limitations and Exceptions
	MEDICAL—contd	
	Inspectors of Sanitation and Vaccination in Bombay and Assistant Superintendents of Vaccination in the Western Guzerat ... fixed monthly travelli... *Vide* entries Nos 90 ... (iii) in Appendix No...	Vaccinators in Coorg, as well as the Inspector of Vaccination in that Province, receive fixed allowances (*Vide* entries ...
	SCIENTIFIC AND OTHER MINOR DEPARTMENTS	
29	Salutries, Ziladars, and Nalbands of the Horse-Breeding Department	Branders of the Horse-Breeding Department are entitled to travelling allowance when accompanying Assistant Superintendents on inspection duty.
	PUBLIC WORKS DEPARTMENT	
30	Petty establishments expressly engaged for services in the field.	The Local Government in case of doubt may decide whether any particular officer or class of officers comes within this term or not
31	Sub-Overseers	May be granted conveyance allowance under Article 1183 And allowed mileage under the special order of the Executive or Assistant Engineer
32	Surveyors	
	State Railways	
33	Train staff or running establishment of a State Railway	Are not entitled to any allowance under Articles 1105 to 1108, both inclusive

Appendix No. 23.—*Referred to in Article 1112*

List of "Tentage Allowances" and of Officers entitled to them.

No of Entry	Designation of Officer.	Rate of Monthly Tentage Allowance R	a	p.
	PART I.—MADRAS.	*R*	*a*	*p.*
	LAND REVENUE—			
1	Collectors and Magistrates	50	0	0
2	Sub-Collectors and Joint-Magistrates, and Head Assistant Collectors	35	0	0
3	Passed, Unpassed, and Supernumerary Assistant Collectors	11	1	9
4	Such Deputy Collectors as the Local Government require to maintain the prescribed equipment of tents	11	1	9
	FOREST—			
5	Deputy Collector employed on Forest Settlement work	25	0	0
	PART II.—BOMBAY			
	LAND REVENUE—			
	[illegible]			
1	[illegible]	30	0	0
2	[illegible]	30	0	0
3	[illegible]	25	0	0
*4	[illegible]	22	3	6
*5	[illegible]	11	1	9
6	[illegible]	11	1	9
7	[illegible]	11	1	9
8	District Deputy Collectors, Bombay Proper	11	1	9
9	Daftardars to Collectors, including those in Sindh	10	0	0
	Survey and Settlement—			
10	Superintendents, Deputy Superintendents, Assistant Superintendents, and Acting Assistant Superintendents of Revenue Survey	75	0	0
11	Survey and Settlement Commissioner, Bombay Proper	50	0	0
12	Talukdari Settlement Officer, Gujárat	25	0	0
	Land Records and Agriculture—			
13	Director of Land Records and Agriculture	25	0	0
14	Divisional Inspectors, Bombay	25	0	0
	SALT—			
15	[illegible]	30	0	0
16	[illegible] ...sistant [illegible]	25	0	0
17	[illegible]	25	0	0
18	[illegible]	11	1	9
19	[illegible]	10	0	0

* NOTE.—Members of the Indian Civil Service serving in Sindh draw the tentage to which they would have been entitled had they served in the Presidency Proper

Appendix Nos 23 and 24

No of Entry	Designation of Officer	Rate of Monthly Tentage Allowance.
	PART II —BOMBAY—*contd.*	R a p.
	CUSTOMS—	
20	Commissioner	50 0 0
21	Personal Assistant to the Commissioner of Customs, Salt, Opium, and Excise	15 0 0
	ADMINISTRATION—	
22	Commissioners of the three Revenue Divisions	50 0 0
23	Assistant Commissioner in Sind	30 0 0
24	Assistants (Deputy Collectors) to the three Divisional Commissioners, including the Native Assistant (Deputy Collector) Commissioner, Northern Division	15 0 0
25	Daftardar of the Commissioner in Sindh	11 1 9
	POLICE—	
26	Inspector General of Police	30 0 0
	EDUCATION—	
27	Educational Inspectors (excluding Sindh)	11 1 9
28	Educational Inspector in Sindh	20 0 0
	MEDICAL—	
29	Deputy Sanitary Commissioner and Superintendent of Vaccination	20 0 0
	POLITICAL—	
30	Assistant Political Agent, Mahi Kantha	25 0 0
31	Ditto, Rewa Kantha	15 0 0

Appendix No 24.—*Referred to in Article 1150*

List of Permanent Monthly Travelling Allowances

No of Entry	Designation of Officer	Rate of Permanent Travelling Allowance
	LAND REVENUE	R a p.
1	[illegible]	150 0 0
2	[illegible]	150 0 0
3	[illegible]	150 0 0
4	[illegible]	150 0 0
5	[illegible]	125 0 0
6	[illegible]	125 0 0
7	[illegible]	100 0 0

Appendix No 24

No of Entry	Designation of Officer	Rate of Permanent Travelling Allowance
	LAND REVENUE—*contd*	*R a p.*
	District Administration—contd.	
8	Third Assistant Collectors in Sindh not otherwise provided for (see entry No 1)	100 0 0
9	District Deputy Collectors in Bombay and Deputy Collectors in charge of Sub-divisions in Sindh	75 0 0
10	District Deputy Collectors not in charge of Sub-divisions in Sindh, including Commissioner's Daftardar	50 0 0
11	Mamlatdars in Bombay	25 0 0
12	Mahalkaris in Bombay	15 0 0
13	Sheristadars of Assistant Collectors and Magistrates, of District Deputy Collectors, and of the Talukdari Settlement Officer in Bombay	15 0 0
14	Karkuns of Assistant Collectors and Magistrates, of District Deputy Collectors, and of the Talukdari Settlement Officer in Bombay	10 0 0
15	Writer attached to the office of the Inkunwon of the Thongwa District in Burma	10 0 0
	Survey and Settlement—	
16	Manager, Encumbered Estates in Sindh (including tentage allowance, both paid from the Encumbered Estates funds)	250 0 0
17	Survey and Settlement Commissioner, Bombay	200 0 0
18	Talukdari Settlement Officer, Gujerat	200 0 0
19	Superintendent and Deputy Superintendent of Revenue Survey and Settlement, Bombay	150 0 0
20	Assistant Settlement Officers in the Revenue Survey and Settlement Department, Bombay	100 0 0
21	Assistant Superintendents of Revenue Survey of the 1st and 2nd grades in Bombay	60 0 0
22	Assistant Superintendents of the 3rd, 4th and 5th grades, and qualified acting Assistant Superintendents (on R150 a month), Revenue Survey in Bombay	30 0 0
23	Supervising Measurers (Tappedars) in Sindh	8 0 0
24	Measurers (Tappedars) in Sindh	7 0 0
	Land Records and Agriculture—	
25	Divisional Inspectors in Bombay	125 0 0
26	Circle Inspectors in Bombay	7 0 0
	SALT	
27	[illegible]	150 0 0
28	[illegible]	100 0 0
29	[illegible] British Delegate for the Portuguese Treaty	100 0 0
30	Native Assistant to the Collector of Salt Revenue in Bombay	75 0 0
31	Inspector in the Salt Department in Sind	25 0 0
32	[illegible]	15 0 0
33	[illegible]	15 0 0
34	[illegible] Bombay	10 0 0

Appendix No 24

No. of Entry	Designation of Officer	Rate of Permanent Travelling Allowance
		R a p
	Excise	
35	Second Karkuns in the Office of the Native Assistant Collector of Salt Revenue in Bombay	10 0 0
36	Assistant Inspector of Excise, South Arcot District	60 0 0
37	Inspector and Assistant Inspector, Madras Town Excise	60 0 0
38	Abkari Inspector, Aden	30 0 0
39	Excise Sub-Inspector, Mymensingh	25 0 0
40	Sub Deputy Collector of Nowgong employed in supervising ganja cultivation	25 0 0
41	Assistants to the Ganja Supervisor, Rajshahye	20 0 0
42	Excise Darogahs in the Central Provinces	15 0 0
	Customs	
43	*Commissioner of Customs, Salt, Opium and Excise, Bombay*	200 0 0
44	Personal Assistant to ditto	100 0 0
	Forest	
45	Conservators of Forests, Bombay	200 0 0
46	Assistant Collectors employed as Forest Settlement Officers in Sindh	200 0 0
47	Deputy Conservators of Forests in Bombay	150 0 0
48	Assistant Conservators of Forests in Bombay who have passed in a vernacular language	150 0 0
49	Assistant Collectors appointed Forest Settlement Officers Bombay, any allowance the Local Government may grant, subject to a maximum of	150 0 0
[illegible]	[illegible]	60 0 0
[illegible]	[illegible]	30 0 0
[illegible]	[illegible]	20 0 0
[illegible]	[illegible] the Ratna- [illegible]	15 0 0
[illegible]	[illegible] Settlement [illegible]	15 0 0
[illegible]	[illegible]	15 0 0
[illegible]	[illegible]	12 0 0
[illegible]	[illegible] Settlement [illegible]	10 0 0
[illegible]	[illegible]	10 0 0
	Registration.	
[illegible]	[illegible] which the [illegible]	75 0 0
[illegible]	[illegible]	25 0 0
[illegible]	[illegible]	15 0 0
	Post Office	
62	District Dâk Inspectors, Punjab	30 0 0
63	Coorg Anché Inspector	10 0 0

Appendix No 24

No of Entry	Designation of Officer	Rate of Permanent Travelling Allowance
		R a p.
	ADMINISTRATION.	
64	Commissioner in Sindh	250 0 0
65	Commissioner of Division (including the Commissioner, Hyderabad …	250 0 0
66		200 0 0
67		200 0 0
68	… al Commissioners … to the Commissioner, Northern Division	100 0 0
69	Officers on the establishments of Commissioner of Divisions, Bombay —	
	(i) whose pay is not less than R100 a month	30 0 0
	(ii) whose pay is less than R100, but not less than R75 a month	25 0 0
	(iii) whose pay is less than R75, but not less than R50 a month	*20 0 0*
	(iv) whose pay is less than R50 a month	15 0 0
	JAILS.	
70	Inspector General of Prisons and Registration, Bombay	200 0 0
	POLICE.	
		200 0 0
		200 0 0
	… ssistant Super-	
		150 0 0
		100 0 0
		25 0 0
		25 0 0
	NOTE —[These permanent monthly travelling allowances have been sanctioned in …	
77	The two special Sub Inspectors of Police in Bengal employed for the purpose of dealing with cases of robbery by the administration of stupefying drugs	20 0 0
78	Chief and Head Constables of Police in Bombay who have separate charges	10 0 0
79	Building Head Constables of Police, Madras	10 0 0
80	Sheristadars, Clerks, and Karkuns of Superintendents and Assistant Superintendents of Police in Bombay, except in the Sindh Districts	10 0 0
	EDUCATION.	
81	Educational Inspector in Sindh	125 0 0
82	Educational Inspectors in Bombay (excluding Sind)	100 0 0
83	Deputy Inspectors of Schools in the Hill Tracts of the Northern Circars	50 0 0

Appendix No. 21.

Appendix No 24

No. of Entry	Designation of Officer	Rate of Permanent Travelling Allowance		
		R	a	p
	EDUCATION—*contd*			
84	Deputy Inspector of Schools, Nilgiri District	37	8	0
85	Deputy Inspector of Schools in Malabar and South Kanara and North Coimbatore	37	8	0
86	[illegible]	25	0	0
87	[illegible]	25	0	0
88	Deputy Inspector of Schools in Coorg	25	0	0
89	Superintendents of Hill Schools, Northern Circars	20	0	0
90	District Inspectors of Schools in the Punjab (except the District Inspector employed as Personal Assistant to the Additional Inspector of Schools, Derajat Circle)	15	0	0
	MEDICAL			
91	Inspectors of Sanitation and Vaccination and Assistant Superintendents of Vaccination in Bombay—			
	(i) Whose pay is R100 per mensem	30	0	0
	(ii) Whose pay is R75 „ „	25	0	0
	(iii) Whose pay is R55 „ „	20	0	0
92	Hospital Assistants in the Punjab engaged upon itinerary duties	15	0	0
93	Inspector of Vaccination, Coorg (for eight months in the year only)	10	0	0
94	Vaccinators in Sind	5	0	0
95	Vaccinators in Coorg (for eight months in the year only)	3	0	0
	POLITICAL			
96	Agent to the Governor General in Biluchistan	250	0	0
97	President of Rajasthanik Sabha in Kathiawar (payable by the Native States)	250	0	0
98	[illegible]	200	0	0
[illegible]	[illegible]	200	0	0
[illegible]	[illegible] by the	200	0	0
[illegible]	[illegible] and Sangli Estates	200	0	0
[illegible]	[illegible] Biluchistan, Khelat,	180	0	0
[illegible]	[illegible]	175	0	0
[illegible]	[illegible] al Superintendent, Palanpur	150	0	0
105	Political Officer in the Khyber	150	0	0
106	Assistant to the Agent, Governor General Biluchistan, at headquarters, and the Assistant Political Agent, Thal Chotiali	150	0	0
107	Assistant Political Agents in the Southern Mahratta Country and Mahi Kantha	150	0	0
[illegible]	[illegible]	110	0	0
[illegible]	[illegible]	100	0	0
[illegible]	[illegible]	100	0	0
[illegible]	[illegible]	100	0	0

No of Entry	Designation of Officer.	Rate of Permanent Travelling Allowance
		R a. p.
	POLITICAL—*contd*	
112	The Native Assistants to the Agent to the Governor General in Biluchistan	90 0 0
113	[illegible]	60 0 0
114	[illegible]	25 0 0
115	[illegible] ...atha and [illegible]	15 0 0
116	Karkuns of Assistant Political Agents in the Mahi Kantha and Rewa Kantha	10 0 0
117	Sheristadar and Karkun of the Western Bhil Agent in Khandeish	10 0 0
118	Clerk attached to the office of the Agent for Wild Tribes, Khandeish	10 0 0

Appendix No. 25.—*Referred to in Article 1167.*

List of Daily Allowances.

NOTE.—[When used in this Appendix the term "Local Government" includes only the Governments of Madras, Bombay, Bengal, the North Western Provinces and the Punjab]

No of Entry	Designation of Officer	Rate of Daily Allowance
		R a p.
	PART I —OFFICERS OF THE 1ST CLASS	
	LAND REVENUE	
1	Director of Land Records and Agriculture, Bengal	10 0 0
2	Director of Land Records and Agriculture, Bombay	7 8 0
3	Director of Agriculture and Commerce, Assam and Burma	10 0 0
4	The three Deputy Commissioners of Almorah, Garh- [illegible]	7 8 0
5	[illegible]	
6	[illegible]	7 8 0
7	[illegible]	7 8 0
8	[illegible]	7 8 0
9	Director of Agriculture and Commerce, North-Western Provinces and Oudh	7 8 0
	[illegible]	7 8 0
	[illegible]	4 0 0
	[illegible]	4 0 0
	[illegible]	4 0 0
	[illegible]	4 0 0
	[illegible]	4 0 0
	[illegible]	4 0 0
	[illegible]	3 0 0

Appendix No 25

No. of Entry	Designation of Officer	Rate of Daily Allowance
		R a p
	PART I—OFFICERS OF THE 1st CLASS—*contd*	
	OPIUM	
18	Opium Agents	10 0 0
	SALT.	
19	[illegible]	10 0 0
20	[illegible]	7 8 0
21	[illegible]	7 8 0
22	[illegible]	6 0 0
	FOREST	
23	Inspector General of Forests	15 0 0
24	Assistant Inspector General of Forests —	
	(i) When travelling with *camp equipment*	7 8 0
	(ii) When travelling without *camp equipment*	5 0 0
25	Superintendent of Forest Surveys	7 8 0
26	Conservators of Forests, Madras	7 8 0
27	Conservator of Forests elsewhere than in Bombay and Madras	6 0 0
28	Deputy Collectors employed on Forest Settlement work in Madras	4 0 0
29	Assistant Conservator of Forests	4 0 0
	REGISTRATION	
30	Inspector General of Registration, Madras	7 8 0
31	Inspectors of [illegible] Offices in Bengal	[illegible]

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Appendix No. 25.

Insert the following under "POST OFFICE —

31A	The Director General of the Post Office of India	10

(3) (Financial Department No 2017 dated 13th May 189?)

35	Director General of Telegraphs	10 0 0
36	Director of the Persian Gulf Division of Indo European Telegraph Department	10 0 0
37	Deputy Director General of Telegraphs	7 8 0
38	Director of Traffic and Director of Construction Telegraph Department	7 8 0
39	[illegible]	7 8 0
[illegible]	[illegible]	6 0 0
[illegible]	[illegible] Division	6 0 0
[illegible]	[illegible]	4 0 0
	MINT	
43	Mint Masters	10 0 0

Appendix No 25

No of Entry	Designation of Officer	Rate of Daily Allowance.		
		R	*a*	*p.*
	PART I —OFFICERS OF THE 1st CLASS—*contd*			
	GENERAL ADMINISTRATION			
44	Members of the Executive Councils in Bombay or Madras	15	0	0
45	Chief Commissioners	15	0	0
46	[illegible] Local Government	10	0	0
47	[illegible]	10	0	0
48	[illegible]	10	0	0
49	[illegible]	10	0	0
50	[illegible]	10	0	0
51	Accountants General	7	8	0
	LAW AND JUSTICE—COURTS OF LAW			
52	Judges of a High Court	15	0	0
53	Judges of Chief Court, Punjab	10	0	0
54	Judicial Commissioners	10	0	0
55	Recorder of Rangoon	10	0	0
56	District and Sessions Judges in Bengal and Bombay —			
	(i) When travelling with camp	10	0	0
	(ii) When travelling without camp	7	8	0
57	District and Sessions Judges, except in Bengal, Bombay, and Punjab	7	8	0
58	Legal Remembrancer, North-Western Provinces and Oudh, Bombay, or Bengal	7	8	0
59	Divisional Judges, Punjab	7	8	0
60	Senior Assistant Judge, Bombay	7	8	0
61	Joint Judge and Assistant Judge with the full powers of a Judge, Bombay	7	8	0
62	Subordinate Judge or Munsiff (when belonging to the first class)	4	0	0
	JAILS			
63	Inspector General of Jails, except in Bombay	7	8	0
64	Assistant Superintendents of Jails in Bengal	4	0	0
	POLICE			
65	Inspectors General of Police except as noted in Appendix No 21	10	0	0
66	General Superintendent of Operations for the Suppression of Thagi and Dakaiti —			
	[illegible]	10	0	0
	[illegible]	7	8	0
67	[illegible]	6	0	0
68	[illegible]	6	0	0
69	[illegible]			
	[illegible]	4	0	0
	MARINE			
70	*Senior Port Officers* and the Port Officer, Bassein	4	0	0

Appendix No 25

No. of Entry	Designation of Officer.	Rate of Daily Allowance
		R a. p.

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Appendix No. 25, Part I.

Insert the following under "Medical" —

8A	Assistant Sanitary Engineer, Madras	4 0 0

(19)—(Financial Department No 1301 dated 30th March 189)

No. of Entry	Designation of Officer.	Rate of Daily Allowance
73	[illegible]	10 0 0
74		7 8 0
75		
		7 8 0
76	Sanitary Commissioner, North-Western Provinces and Oudh and Bombay	7 8 0
77	Sanitary Commissioner and Sanitary Engineer, Madras	6 0 0
78	Deputy Sanitary Commissioners, Bombay	6 0 0
79	Uncovenanted Medical Officer in Madras on pay exceeding R500 per mensem	4 0 0
80	Uncovenanted Medical Officer in Madras on pay not exceeding R500 per mensem	3 0 0
	Political.	
81	Resident at Hyderabad or Mysore	15 0 0
82	Agent to the Governor-General for Central India or Rajputana	15 0 0
83	Agent to the Governor General at Baroda and in Khorassan	10 0 0
84	Resident at Aden, in the Persian Gulf, in Turkish Arabia, or in Travancore	10 0 0
85	Political Agent, Jeypur, Jodhpur, Oodeypur, and Gwalior	7 8 0
86	Assistant Agent to the Governor General at Sujangarh	7 8 0
87	Judicial Assistant to the Political Agent, Kathiawar	7 8 0
	Scientific and other Minor Departments	
88	Surveyor General	10 0 0
89	Director, Superintendent, Deputy or Assistant Superintendent, Geological Survey	10 0 0
90	[illegible]	10 0 0
91		
		10 0 0
		7 8 0
92		7 8 0
93		7 8 0
94	India	4 0 0
95	Meteorological Reporter to the Government of India or a Local Government or Administration	4 0 0
96	Superintendent of Government Gardens, Saharanpur	4 0 0
97	Government Quinologist, Madras	4 0 0

Appendix No 25

No of Entry	Designation of Officer	Rate of Daily Allowance
	PART I.—OFFICERS OF THE 1st CLASS—*concld.*	*R a. p*
	PUBLIC WORKS DEPARTMENT	
98	Chief Engineers	7 0 1
99	Superintending Engineers and Examiners, first, second, or third class, in the Public Works Department	[illegible]

No 42.

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Appendix No. 25.

[illegible] *for* [illegible] *0 1 as the rate of daily* [illegible] *entry No 98 of this Appendix.* [illegible]

	[illegible], State Railways .	6 0 0
	[illegible] Class III and apprentices or candidates of the Revenue Establishment of State Railways	4 0 0
	PART II.—OFFICERS OF THE 2ND AND 3RD CLASSES	
	LAND REVENUE	
1	Deputy Collectors or Magistrates or Extra Assistant Commissioners (when belonging to the second class) and Tahsildars in the Central Provinces employed as Assistant Settlement Officers of the second class	3 0 0
2	[illegible]	3 0 0
3	[illegible]	3 0 0
4	[illegible]	1 0 0
5	[illegible]	0 8 0
	OPIUM	
6	Assistant Sub Deputy Opium Agent	3 0 0
	SALT.	
7	Inspector in the Northern India Salt Revenue Department .	3 0 0
8	Inspector (and Assistant Inspector in a Factory Circle) of the Salt Department in the interior in Madras . . .	3 0 0
9	Assistant Inspector, Salt Revenue Department, Northern India .	2 0 0
10	Inspector (and Assistant Inspector in a Factory Circle) of the Madras Salt Department on the coast	2 0 0
	ASSESSED TAXES	
11	Income Tax Assessors and Assessor Inspectors (Excise and Income Tax), Bengal (Mofussil) . . . . NOTE.—[The total amount in any one month not to exceed R60 except in the districts of Dacca, Faridpur, Backergunge, Mymensing, Chittagong, Noakhally, Tipperah, Jessore, Khulna, twenty-four Pergunnahs and Sonthal Pergunnahs, in which the limit is R 90.]	3 0 0
12	Income Tax Assessors, Calcutta	1 0 0

Appendix No. 25.

Appendix No. 25

No. of Entry	Designation of Officer	Rate of Daily Allowance.
	PART II.—OFFICERS OF THE 2ND AND 3RD CLASSES—*contd*	*R a p.*
	FOREST	
13	The Forest Ranger in charge of the Coast Timber Depôts in the Southern *Forest Division, Bombay*	3 0 0
	POST OFFICE.	
14	Assistant or Probationary Superintendent, Postal Department	3 0 0
15	Inspector, Postal Department	2 0 0
16	Inspector, Postal Department, of the 3rd grade, in the Madras Presidency	1 8 0
	TELEGRAPH	
17	Sub-Assistant Superintendent of the Telegraph Department	3 0 0
18	Assistant Superintendents in the Persian Division of the Indo European Telegraph Department	3 0 0
19	Inspector, Telegraph Department	2 0 0
	ADMINISTRATION.	
20	Local Auditors in the establishment of the Accountant General, Bengal	2 8 0
21	Clerks of the Deputy Auditors General, not being Superintendents	2 0 0
22	Clerks and Potadars in the Office of the Commissioner of Issue, Bombay, when travelling in charge of remittances	1 8 0
	LAW AND JUSTICE—COURTS OF LAW	
23	Subordinate Judges or Munsiffs (when belonging to the second class)	3 0 0
	POLICE.	
24	Inspectors of Police when placed in charge of a district in Assam	4 8 0
	MARINE	
25	Junior Port Officers, except the Port Officer, Bassein (See Entry No. 70 of Part I)	3 0 0
	EDUCATION	
26	Assistant Inspectors of Schools, Punjab, and Native Inspectors, Kumaon and Jhansi	3 0 0
27	The District Inspector employed as Personal Assistant to the Additional Inspector of Schools, Derajat Circle	3 0 0
	POLITICAL.	
28	Deputy Assistant to the Political Agent in Kathiawar, and Daftardar, Political Agency, Kathiawar	3 0 0
29	[illegible]	3 0 0
30	[illegible]	3 0 0
31	[illegible]	3 0 0
32	[illegible]	3 0 0

Appendix Nos. 25 and 26.

No of Entry	Designation of Officer	Rate of Daily Allowance
	PART II.—OFFICERS OF THE 2ND AND 3RD CLASSES—*concld*	R a p.
	SCIENTIFIC AND OTHER MINOR DEPARTMENTS	
33	Assistant Surveyor in the Survey of India	3 0 0
34	Head Clerk in the Office of the Meteorological Reporter, Bengal, who acts as Inspector of Meteorological Observatories	2 0 0
	PUBLIC WORKS DEPARTMENT	
35	[illegible]	3 0 0
36	[illegible]	2 0 0
37	[illegible] Department (Provided a Canal Zilladar maintains at least one habitable tent.)	1 8 0

Appendix No. 26.—*Referred to in Article 1181*

List of Conveyance Allowances.

No of Entry	Designation of Officer	Rate of Conveyance Allowance
	LAND REVENUE	R a p
1	Sub-Deputy Collector, Darjeeling	30 0 0
2	[illegible]	35 0 0
3	[illegible]	35 0 0
4	[illegible] amatha [illegible]	25 0 0
5	Tahsildars of Jalpaigoree	20 0 0
6	Naib-Tahsildar of Bhulka	15 0 0
7	Deputy Collector of Calcutta	15 0 0
	OPIUM	
8	Two Inspectors of the Opium Department in Bombay	20 0 0
9	Two Assistant Inspectors of the Opium Department in Bombay	15 0 0
	SALT.	
10	Superintendent of the Calcutta Circle, Northern India Salt Revenue Department	30 0 0
11	Sar Karkun of Matanga	25 0 0
12	[illegible]	25 0 0
13	[illegible]	15 0 0
14	[illegible]	10 0 0
15	Two Inspectors and one Sub-Inspector of the Salt Tax Department, Karachi	10 0 0
16	One Salt Inspector and three Sub-Inspectors, Shikarpur (Sindh)	10 0 0

Appendix No 26.

No. of Entry	Designation of Officer	Rate of Conveyance Allowance		
		R	a.	p
	Assessed Taxes			
17	Collector of Income Tax, Bombay	100	0	0
18	Assistant to the Collector of Income Tax, Bombay	50	0	0
	Excise			
19	Surveyor of Distilleries in Calcutta and its suburbs and Howrah	130	0	0
20	The Assistant in charge of Excise Detective Force, Calcutta	50	0	0
21	The Assistant Collector of Bombay Excise	50	0	0
22	The Superintendent of Excise Department, Aden	30	0	0
23	Inspectors of the Excise Department in the Town and Island of Bombay, who, if posted in the districts, would be entitled to an allowance of R15 under entry No 24	30	0	0
24	Inspectors of the Excise Department in the Bombay Presidency (outside the Town and Island of Bombay) who are not in charge of distilleries and whose pay is not less than R100, also all such Inspectors and Assistant Inspectors (whatever their pay) whose charges extend over more than two talukas	15	0	0
25	Excise Inspector in charge of a portion of the Alibag Taluka of the Kolaba Collectorate	15	0	0
26	Excise Sub-Inspector, Poona	10	0	0
	Customs			
27	Assistant Collector in charge of the Branch Custom House, Prince's Dock, Bombay	35	0	0
28	Superintendent and Inspectors of the Customs Preventive Service in Bombay	35	0	0
29	Port and Customs Officer, Mangalore, for duties connected with the Coir Depôt at that place	25	0	0
	Forest			
30	Officer in charge of the Government Agency and Timber Depôts at [illegible]	90	0	0
31	[illegible] n the	30	0	0
32	[illegible]	25	0	0
33	[illegible]	20	0	0
34	[illegible]	20	0	0
35	[illegible]	15	0	0
36	[illegible] orest [illegible]	12	0	0

No. 17.

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Appendix No. 26.

Insert the words "City Inspectors Rawalpindi and Amritsar Post Offices" *at the end of entry No. 40 under* 'Post Office.—(17) (Financial Department ... 1497 dated 11th April 189.")

43	Island, and Rangoon	35	0	0

Appendix No 26

No of Entry	Designation of Officer	Rate of Conveyance Allowance		
		R	*a*	*p*
	Telegraph Department—*contd*			
44	Medical Superintendents and all Assistant Superintendents of Persian Telegraph line, Inspectors of such line in charge of sections, and the Head Clerk of the Director's Office	30	0	0
45	Assistant Superintendent, Persian Gulf Telegraphs, in charge of the Store Department at Karachi	30	0	0
46	[illegible]	30	0	0
47	[illegible]	25	0	0
48	[illegible]	20	0	0
49	[illegible] of those [illegible]	15	0	0
	Administration			
50	Officers of the Financial Department engaged on outside audits in Calcutta and Madras	25	0	0
	Law and Justice—Courts of Law			
51	Coroner, Bombay	60	0	0
52	City and Cantonment Magistrates, Poona	50	0	0
53	Coroner of Calcutta	36	0	0
54	Coroner's Interpreter and Coroner's Constable, Bombay	30	0	0
55	Bailiffs (two) at Aden	10	0	0
56	Two Hackney Carriage Inspectors, Madras	10	0	0
	Jails			
57	Superintendent of a Central and a District Jail which are at a distance from each other, any allowance the Local Government may grant, not exceeding	50	0	0
58	The Superintendents of the Gokak and Mahaswad Convict Gangs, Bombay	30	0	0
59	Superintendent of Prisons, Madras	30	0	0
60	Superintendent, Bijapur Convict Gang	25	0	0
61	Civil Surgeon of Sultanpur who holds the appointment of Governor of the Local Sansia Reformatory	25	0	0
62	Superintendent of Nara Jail	20	0	0
63	Jailor of Shikarpur	15	0	0
64	Jailors of Hyderabad (Sindh) and Nara	15	0	0
	Police.			
65	Assistant District Superintendents of Police in charge Patna City and Karachi	50	0	0
66	European Assistant Superintendents of Police of the Rangoon Town District	50	0	0
67	Police Probationer doing duty at Poona as a temporary Assistant Superintendent of Police	50	0	0
68	Superintendent and one Inspector of the City Police, Bombay, performing the duties of Superintendent and having charge of a District	50	0	0
69	Assistant Superintendent of Police, Secunderabad	30	0	0
70	Superintendent of the Foot Police in the Town of Madras	25	0	0

Appendix No 26

No. of Entry	Designation of Officer.	Rate of Conveyance Allowance		
		R	a.	p
	POLICE—contd.			
71	Police Inspectors in Madras, whatever their grade, employed in the Nilgiri Hills	25	0	0
72	[illegible]	30	0	0
73	[illegible]	20	0	0
74	[illegible]	30	0	0
75	[illegible]	20	0	0
76	[illegible]	15	0	0
77	[illegible]	15	0	0
78	[illegible]	10	0	0
79	[illegible]	10	0	0
80	Chief Constable of Police, Bijapur	10	0	0
81	Sub-Inspector of Police in the Town of Madras	6	0	0
	MARINE.			
82	Assistant Shipping Master, Calcutta	30	0	0
83	First and Second Engineers and Shipwright Surveyors at the Port of Calcutta	35	0	0
	EDUCATION.			
84	[illegible]	50	0	0
85	[illegible]	50	0	0
86	[illegible]	40	0	0
87	[illegible]	35	0	0
88	[illegible]	30	0	0
89	[illegible]	30	0	0
90	[illegible] ...ngal	30	0	0
91	[illegible]	30	0	0
92	[illegible]	30	0	0
93	Assistant Lady Superintendents (two), Ahmedabad Female Normal School	20	0	0
94	Teacher of the Agricultural Class, Hyderabad (Sindh)	20	0	0
95	Second Assistant Lady Superintendent, Poona Female Normal School	20	0	0
96	Inspecting Schoolmaster of the Mahomedan Schools in the Town of Madras	10	0	0
97	Pandits employed for the inspection of Patshalas in connection with the scheme for the administration of primary education in Calcutta	3	0	0
	ECCLESIASTICAL.			
98	Chaplain of St. Thomas' Mount, Madras, while also in charge of Pallavaram	150	0	0
99	The Episcopalian Chaplains of Aden, Agra, Ahmedabad, Allahabad, Anarkali, Howrah, Lucknow, Meerut, Mhow, Mian Mir, Peshawar, Rangoon, Rawalpindi, Secunderabad, Sialkot, Trimulgherri, and Umballa	50	0	0
100	The Chaplain of St Paul's Cathedral, Calcutta, visiting the Presidency General Hospital, and the Chaplain of St Stephen's Church, Kidderpore, Calcutta	50	0	0

Appendix No. 26

No. of Entry	Designation of Officer.	Rate of Conveyance Allowance.		
		R	a	p.
	ECCLESIASTICAL—*contd.*			
101	The Presbyterian Chaplain of Bombay appointed to perform funeral services at Sewree	50	0	0
102	The Episcopalian Chaplain of Bombay appointed to perform funeral services at Sewree	50	0	0
103	The Presbyterian Chaplains of Aden, Allahabad, Calcutta, Poona, and Secunderabad	50	0	0
104	A Roman Catholic Priest of the St Xavier's Institution, Calcutta, who ministers to the Roman Catholic Students of the Sibpore Engineering College (This includes contingent expenses for the [illegible]	50	0	0
105	[illegible] respectively the [illegible] tta	50	0	0
106	[illegible]	30	0	0
107	[illegible]	30	0	0
108	The Missionary of the Society for the Propagation of the Gospel who performs the pastoral duties of Civil Station at Cawnpore	30	0	0
109	Chaplain of St Paul's Church, Poona	25	0	0
110	Chaplain of Mussoorie	25	0	0
111	Chaplains of Dinapore and Bankipore	20	0	0
112	Chaplain (Additional Clergy Society) of the Railway Church, Rawalpindi	20	0	0
113	Principal of the Lawrence Asylum, Murree, for visiting Cliffdon Barracks to hold Divine Service during the seven months of the year that they are occupied by the troops	20	0	0
114	Chaplain of Chinsura, for visiting Chandernagore	15	0	0
115	Roman Catholic Priest at Poona, for visiting the Yerrowda Central Jail	15	0	0
116	Each of the two Chaplains of Karachi, for visiting Ghizri	10	0	0
	MEDICAL.			
117	[illegible]	100	0	0
118	[illegible]	60	0	0
119	[illegible] retariat [illegible]	50	0	0
120	[illegible]	30	0	0
121	[illegible]	30	0	0
122	Assistant Surgeon, Kelat	30	0	0
123	Assistant to Civil Surgeon, Naini Tal	30	0	0
124	Civil Surgeon, Lohardugga { (*debitable to Inland Labour Transport Fund*) }	25	0	0
125	Civil Surgeon, Manbhoom Ditto	25	0	0
126	Assistants to the Civil Surgeons of Allahabad and Lucknow	25	0	0
127	Hospital Assistants and Native Doctors when placed in temporary charge of a Civil Station elsewhere than in the North-Western Provinces and Oudh (see entry No 118)	25	0	0
128	[illegible]	20	0	0
129	[illegible]	60	0	0
130	[illegible]	15	0	0
131	[illegible]	7	8	0

Appendix No 26.

No of Entry.	Designation of Officer.	Rate of Conveyance Allowance.
	MEDICAL—*contd*	*R a p.*
132	Hospital Assistant of the Karimganj Charitable Dispensary in Sylhet for visiting the cooly cholera hospital at that station during that period of the cold weather when immigration is taking place on an extensive scale	6 0 0
	SCIENTIFIC AND OTHER MINOR DEPARTMENTS	
133	[illegible]	100 0 0
134	[illegible]	60 0 0
135	[illegible] this allowance, do not exceed R650	50 0 0
136	Assistant Collector performing the duties of Inspector of Factories, *Bombay*	50 0 0
137	Superintendent, Government Farms, and Agricultural Reporter to Government, Madras	30 0 0
138	Deputy and Assistant Superintendents, Geological Survey	30 0 0
139	The Assistant Gardener whose charge includes the trans-Tista Plantations	30 0 0
140	Superintendent of Model Farm, Cawnpore	25 0 0
141	Superintendents, Experimental Farm, Khandesh	25 0 0
142	Assistant Superintendent in charge of the Experimental Farm at *Poona*	20 0 0
143	Superintendent of Taj Gardens, Agra	20 0 0
144	The Officer on special duty in the Andamans in connection with the [illegible]	20 0 0
145	[illegible]	20 0 0
146	[illegible]	15 0 0
147	[illegible]	5 0 0
	STATIONERY AND PRINTING	
148	Superintendent, Government Press, Madras	40 0 0
	PUBLIC WORKS DEPARTMENT	
149	Executive Engineer, Jubbulpore, while in charge of the Jubbulpore [illegible]	50 0 0
150	[illegible]	50 0 0
151	[illegible]	35 0 0
152	[illegible]	30 0 0
153	[illegible]	30 0 0
154	[illegible]	30 0 0
155	[illegible]	30 0 0
156	[illegible]	30 0 0
157	[illegible]	30 0 0
158	[illegible] water supply project	25 0 0
159	Lower Subordinates at Aden and the Somali Coast	[illegible] 8 0
160	Mining Engineer, Dandote Colliery	15 0 0

Appendix Nos 26 and 27.

No of Entry	Designation of Officer.	Rate of Conveyance Allowance.
	STATE RAILWAYS	R a p.
161	Executive Engineer, Sind-Pishin State Railway, employed at Mangi	75 0 0
162	. . . . in State Railway, while . . . ails are laid and trollies	50 0 0
163	. . . .	35 0 0
164	. . . .	35 0 0

Appendix No 27.—*Referred to in Articles 1233 to 1235*

Extract from Military Transport Regulations.

EXTRACT (1) —*Referred to in Article 1233*

Commissioned Officers

Article 513 (h) —Officers of the British Service, and Subaltern Officers of the Indian Service proceeding home on leave on medical certificate, are entitled to free passage by rail only to the port of embarkation, but are not allowed free conveyance to their stations on return from leave

* * * * * * * * * * * *

* * * * * * * * * * * *

* * * * * * * * * * * *

Article 562 —Free conveyance by rail is allowed for the family of every Officer (except that of an officer who may be called upon to retire and is granted the pension or half pension of his rank or special annuity), who may be entitled to a free passage by sea, or who may be ordered to England on duty or on medical certificate, if he is entitled to a passage at the expense of the State, whether he embarks on one of Her Majesty's troop-ships or in a vessel with troops round the Cape of Good Hope, or is allowed to embark where he pleases on the authority of *medical opinion The family of an officer who draws passage money from the Military Fund is* not entitled to this indulgence

Article 563 —The family of an Officer provided with free conveyance by rail is entitled to a free passage by railway and steamer when the journey by railway and steamer is continuous and viewed as one.

Appendix No. 27.

Warrant Officers.

forfeited.

admission to the English rate of pension, are, on finally relinquishing all claims to the Indian rate of pension, entitled to a free passage or the regulated passage money of their rank to Europe, and are also entitled to free passage for themselves and their families by railway to the port of embarkation.

* * * * * * * * * * * *

Article 574.—A Warrant Officer holding an honorary commission, when entitled to free conveyance, is, in respect of accommodation, on the same footing as a Commissioned Officer of corresponding substantive rank

* * * * * * * * * * * *

Non Commissioned Officers and Men.

Article 596.—Non Commissioned Officers of departments, when proceeding to England on medical certificate, are allowed a free passage *by rail* to the port of embarkation for themselves and families, and back to their stations on expiration of such leave Any charges incurred for their transport other than by rail must, as in the case of Warrant Officers similarly situated, be defrayed by themselves

* * * * * * * * * * * *

Article 615.—Free passage by rail is not admissible to British Non Commissioned Officers or soldiers when on short furlough in India.

EXTRACT (2).—*Referred to in Article 1234.*

pupils

(i).—When furlough to England on medical certificate is granted to passed hospital apprentices, they are entitled to free conveyance by rail, and by rail only, to the port of embarkation for themselves *and their families, as well as to their station from the port of debarkation on return.*

* * * * * * * * * * * *

Article 663.—Free conveyance to their homes, with return passage, is allowed to all Native Commissioned Officers and soldiers of the Native Army, drivers of mountain batteries of Royal

on the warrants

EXTRACT (3) —*Referred to in Article 1235.*

1 The rules regarding passages prescribed for officers are generally applicable to Warrant Officers, whether holding honorary commissions or not (Art. 573, Part II, T R)

[illegible]

[illegible]

Appendix No 28 —*Referred to in Article 1251.*

Resolution by the Government of India Public Works Department (Railway Traffic), No. 0030 R T, dated 18th December 1890

Reserved accommodation to be provided for Ordinary Members of the Governor-General's Council whilst travelling by Railway.

Read—

Despatch from the Secretary of State, No 183 (Financial), dated 29th August 1889

Read again—

Public Works Department Resolution No 171—189 R T, dated the 5th March 1883, laying down rules under which the Ordinary Members of the Governor General's Council will travel over any railway in India on duty.

Read also—

Public Works Department Resolution No 191 R T, dated 3rd February 1888, laying down that special carriages should be provided for Ordinary Members of the Governor General's Council whilst travelling on any railway in India otherwise than on duty (*e g*, on proceeding or returning from leave, or on joining or resigning office)

RESOLUTION —The Governor General in Council is pleased to decide that when an Ordi- [illegible]

2 The Member of Council is on such occasions entitled to the conveyance of all his personal luggage at the public expense, whether taken in the luggage van of the train to which his reserved carriage is attached, or whether sent by him by any other train All freight charges for stores or goods so carried shall be paid for by the Member out of his private funds, but whatever the Member vouches for as personal luggage should pass as such

3 In future special carriages shall not be reserved for the exclusive use of Members of Council The existing special carriages may be used for any purpose for which they are suited, but shall, *when practicable, be supplied for the use of Members of Council*

4 Members of the family of a Member of Council are not entitled to conveyance at the public expense, and should pay the ordinary fares *whether they are travelling with the* Honourable Member or not.

Appendix Nos. 27 and 28

Appendix No. 28.

5. The reserved carriage referred to in these rules is to be entirely at the disposal of the Member of Council when used by him, and must be detached and detained at any station on his requisition.

6. When travelling under the above rules, the Member of Council should send to the [illegible]

Appendix No 28

CHARGEABLE TO GOVERNMENT.

Requisition *for special accommodation for Ordinary Members of the Supreme Council when travelling by Railway.*

To________________

Dated________________

Nature of accommodation	From	To
(1) Special saloon carriage with servants' accommodation, or Reserved 1st class carriage with one reserved compartment of 3rd class carriage for servants		
(2) Extra luggage not carried in the above, maunds ______ srs.______		
(3) Government chaprasis,* &c., in ordinary 3rd class Number______		

* *Station Masters will issue ordinary passenger tickets to chaprasis or others not travelling in* the special carriage or reserved compartment

By train leaving________________Station at________h________m on________

____
Member of Council.

Certified that conveyance as above has been provided on this requisition, also certified that the conveyance is required for a journey on public duty

Dated________________

____
Member of Council.

Note.—When on tour the Honourable Member will sign a fresh requisition at the commencement of each journey in order that a complete record may be maintained of the accommodation supplied.

Appendix No. 28

Appendix No 28.

CHARGEABLE TO GOVERNMENT

Requisition for the carriage by Railway at the public expense of the personal luggage of Ordinary Members of Governor General's Council

N B —This form is only intended to be used in the case of luggage sent by a different train from that in which the Honourable Member himself travels

LUGGAGE TO BE CONVEYED FROM——TO——

Consignee	Number of articles	Description	Approximate Weight		By passenger or goods train	Remarks
			Mds	Srs		

Note —For the satisfaction of the Honourable Member and to enable him to recover his luggage in the usual manner the Booking Clerk should give a receipt note for the luggage, with a note thereon that the goods are to be delivered at destination without payment

This requisition will serve as a voucher on which the Railway will recover the amount due from Government.

Member of Council.

Appendix No. 29.—*Referred to in Article 1195.*

Rules made under the Statute 43 Victoria, Chap. 3, by the Secretary of State for India in Council, fixing the allowances for equipment and voyage of the Governor General of India, Members of Council of the Governor-General of India, Governors of Madras and Bombay, Commander-in Chief of the Forces in India, Commanders in-Chief of Madras and Bombay, Bishops of Calcutta, Madras, and Bombay, dated the 3rd day of January 1888.

I.

7. In the event of a Governor-General dying and leaving a widow in Ind a, a steamer belonging to the Indian Marine Service will (if consistent with the requirements of the public service) be provided to convey her to Suez in like manner as in the case of an *ex* Governor-General. The widow of a deceased Governor-General so returning to Furope may be accompanied by one officer of the personal staff on the conditions mentioned in the preceding rule, and shall bear all such expenses as would, in ordinary course, be borne by an *ex* Governor-General returning to Europe.

II.

8 The allowances for equipment and voyage of the Governors of Madras and Bombay, the Commander in Chief of the Forces in India, of Madras, and of Bombay, if resident in Europe at the time of appointment, respectively, are fixed as follows —

	£
[illegible]	1 000
[illegible]	1,000
[illegible]	500
[illegible]	500
[illegible]	500

9 A Commander in Chief of the Forces in India proceeding from Furope to assume his

Appendix No. 29.

III.

11 The allowances for equipment and voyage of Members of the Council of the Governor-General of India, and of Bishops of Calcutta, of Madras and of Bombay, if resident in Europe at the time of appointment, respectively, are fixed as follows —

	£
[illegible]	300
[illegible]	300
[illegible]	300
[illegible]	300

12. An officer of any of the Indian Services, temporarily residing in Europe, or a Military Officer transferred from one Superior Command in India to another during temporary residence out of India, shall not be deemed to be resident in Europe at the time of appointment, within the meaning of Rule 5 or Rule 11

IV

Rules made under Statute 24 & 25 Vict., Chap. 104, Sect. 6, by the Secretary of State in Council of India, fixing the expenses for equipment and voyage of the Chief Justice and Judges of the several High Courts established under the said Statute, dated the 31st January 1888.

39 For the purposes of defraying the expenses of equipment and voyage from Europe on first appointment there shall be allowed—

	£
To a Chief Justice or Judge of any High Court	300

But no such allowance shall be made to any person who, being in India, is appointed to the office of Chief Justice or Judge, or who having been in India, is in Europe at the time of his appointment with the intention of returning to India

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Appendix No. 29A — *Referred to in the note to Article 600 Section III, Rule 40.*

Extract from the Old Statutory Rules regarding the Pensions of High Court Judges

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SECTION III —PENSIONS

Chief Justices

27. A Chief Justice of the High Court at Calcutta after an actual service of eleven and a half years as Judge of a High Court, of which period at least five years and nine months shall have been as Chief Justice of the High Court at Calcutta, shall receive a pension not exceeding 1,800*l* per annum

28 A Chief Justice of the High Courts at Madras and Bombay, and for the North Western Provinces, respectively after an actual service of eleven and a half years as Judge of a High Court, of which period at least five years and nine months shall have been as Chief Justice, shall receive pension not exceeding 1,500*l* per annum

Judges

29 A Judge of a High Court not being eligible for pension at a higher rate under Rule 27 or 28, shall, after an actual service of eleven and a half years as Judge, receive a pension not exceeding 1,200*l* per annum

Invalid Pensions

30 A Chief Justice or Judge who retires on medical certificate after six years and nine months' actual service, shall receive a pension not exceeding one half the amount of pension allowed for the full period of service

Previous Service.

31. In the event of a Judge receiving a pension under these Rules, he will not be entitled to any other pension or retiring allowance

[illegible]

that pension

Appendix No 29A

Appendix No. 30.

List of Engineer and Telegraph Officers specially authorised to receive leave allowances at the rate of exchange of 2 shillings to the rupee (see exception to Article 945).

(1) *Engineers who entered Cooper's Hill College between the years 1871-74, including non-collegiate and non-resident students of corresponding years.*

Allen, W. G.
Anderson, G. A.
Arundell, E. W.
Atkinson, R. P.
Baker, C. J. S.
Baker, E.
Baker, H. V. S
Bellasis, E. S.
Benton, J.
Bewley, A.
Bickerton, C. H. C.
Bolinarayan Borrah
Boyce, H. G.
Brodie, W. P.
Brown, J. S.
Burlton, C. H. B.
Cameron, W. L S. L.
Carless, G. P.
Carswell, E. E A.
Chanter, F. W.
Clementson, E. H.
Clifton, C. N.
Cole, W. H.
Colebrook, H. W. V.
Coles, G. E.
Coode, M. P.
Crampton, A. C.
Curry, T. E.
Dallas, J. E.
Dashwood, F. A.
Davidson, J P.
Day, C. E.
DeBrath, S.
DeMorgan, W. C.
Denne, R. T.
deWinton, W. B.
Dunn, G. O. W.
English, R A.
Evans, H. E. G
Finney, S
Forsyth, J H. P.
Fox, H. H.
Gabbett, J. E.
Garrett, A. H.
George, D
Gilbert, C. F.
Goodfellow, A. T.
Haddon, H. E
Haig, W. S.
Handley, J. H.
Harington, H. S.
Harris, G. S. T.
Harrison, A G.
Hatten, J. J.
Hebbert, F. B.
Hebbert, H. L.
Hewitt, St J.
Hight, A. E.
Hill, C.
Hodson, C W.
Holme, C. H.
Home, W.
Horn, D B.
Inglis, W A.
Ivens, H J. A.
Jacob, E. F.
Jacob, L. M.
Johns, E. H.
Jopp, W.
Joyce, A.
Kennedy, R. G.
Knapp, C. C. B.
Knox, H. C.
Lambert, G. B.
Lang, F.
Leefe, C. O.
LeQuesne, W. H.
Leslie, M.
Leventhorpe, J. B.
Lewis, W. C.
Livingstone-Learmonth, A. C.
Malet, A. A G.
Manson, G. E.
Marsh, H.
Michell, W.
Michell, T.
Mills, C. A.
Molloy, R A.
Monckton, M. J.
Montague, J. M.
Morley, G. S.
Moyle, G.
Mullaly, J. J
Newcombe, A C.
Newham, W. E.
Newton, W. G.
Oddie, H J
Pargiter, E H.
Parkes, B.
Parry, J W.
Paul, J. E.
Penny, E.
Perrin, C.
Pinhey, E.
Rebsch, S.
Reilly, F.

Appendix No 30

Engineer Officers—continued

Reynolds G B
Roberts, R W
Rose G P
Routh R S J
Russell A S
Sadler, P
Sage, F M
Savielle, G A
Scobie M J
Shadbolt E I
Sharp F
Shawe, G A G
Shedlock O J
Simeon L B
Sivewright, R.
Smith, W.
Smith, C M
Smithe, E. duC
St Clair, Hon ble L M.
Summers T
Sutherland, A S
Tait, J
Talbot, H S.
Taylor, H S
Taylor, C
Tebbs F R
Tickell, C
Todd A B
Trail, J
Ussher, C J
Vincent, C
Wallace, J
Watson, C J K
Watts, G K
Way, R A
White, G G
White, J C
Wilson, W. J
Wolley Dodd, F
Wright T H
Yates, O V
Young, B H

(2) *Telegraph Officers*

Adams, M R W P.
Cromartie, D B
Hand, E
Hensley, F F
Hill, A. D
Horsley, C E
Hutchinson, H S C.
Walker, E O

Appendix No 30.

PART XIII.—FORMS.

LIST OF FORMS.

Leave Procedure Forms

Pension Procedure Forms.

PART XIII.—FORMS.

Forms Nos 1 to 5 (Leave) —*Referred to in Article 934 and Rule 1 of Article 949*

Military Department Certificates of title to Leave

FORM No. 1 (MILITARY FORM A)

[OBVERSE]

Furlough Rules of 1854

Certified that A B has_____years_____months_____days' furlough on private affairs at his

of this leave up to three years in all on English furlough pay can be given on medical certificate, but any further extension will be without pay

MILITARY DEPARTMENT
or ADJUTANT GENERAL'S OFFICE
(*as the case may be*)
*The*__________*18*

Secretary to the Government of India,
or *Adjutant General of the Army*
(*as the case may be*)

NOTE.—[On the back is noted the date of beginning and ending of any leave already taken, the nature of such leave and the rule under which it was taken]

[REVERSE]

LEAVE ALREADY TAKEN		Nature of leave	Rule under which taken
Date of beginning	Date of ending		

FORM No 2 (MILITARY FORM B (1))

[OBVERSE]

Furlough Rules of 1868

Certified that____________________

But no pay can be granted under any circumstances after he has been three years absent
He is not entitled to draw furlough pay at the rate of exchange of two shillings the rupee

NOTE —[*If the Officer is entitled to draw furlough pay at the rate of exchange of two shillings the rupee Blue paper* is used in this Form, the word *not* being omitted from the last clause of the certificate]

MILITARY DEPARTMENT,
*The*__________*18*

Secretary to the Government of India

NOTE —[On the back are noted the dates of beginning and ending of any leave already taken the nature of such leave, and the rule under which it was taken]

[REVERSE]

(As in Form A)

FORM No 3 (MILITARY FORM B (2))

[OBVERSE]

Furlough Rules of 1868

Certified that____________________
has_____years_____days furlough at his credit and is under the Furlough Rules of 1868, but cannot obtain any on private affairs, not having served three years since last return to duty

He has obtained furlough on medical certificate on "English furlough pay" only for ——, which can be extended on medical certificate up to three years in all on the same pay

But no pay can be granted under any circumstances after he has been three years absent

MILITARY DEPARTMENT,
The——————18

Secretary to the Government of India.

NOTE —[On the back are noted the dates of beginning and ending of any leave already taken, the nature of such leave, and the rule under which it was taken]

[REVERSE]

(As in Form A)

FORM No 4 (MILITARY FORM D)

[OBVERSE]

Furlough Rules of 1868

Certified that——————

has no furlough at his credit, and is under the Furlough Rules of 1868

Having served three years since last return to duty he is eligible for furlough on "furlough pay" up to two years on medical certificate, and thereafter on "English furlough pay" only for one year if extension is granted on medical certificate

But no pay can be granted under any circumstances after he has been three years absent He is not entitled to draw furlough pay at the rate of exchange of two shillings the rupee.

NOTE —[If the officer is entitled to draw furlough pay at the rate of exchange of two shillings the rupee, *blue paper* is used for this Form, the word *not* being omitted from the last clause of the certificate.]

MILITARY DEPARTMENT;
The——————18

Secretary to the Government of India.

NOTE —[On the back are noted the dates of beginning and ending of any leave already taken, the nature of such leave, and the rule under which it was taken]

[REVERSE]

(As in Form A)

FORM No 5 (MILITARY FORM E)

[OBVERSE]

Furlough Rules of 1868.

[illegible]

MILITARY DEPARTMENT;
The——————18

Secretary to the Government of India

NOTE —[On the back are noted the dates of beginning and ending of any leave already taken, the nature of such leave and the rule under which it was taken]

[REVERSE]

(As in Form A)

Forms Nos. 3 to 5 (Leave).

FORM No 5A (MILITARY FORM 5A)

[OBVERSE]

Furlough Rules of 1875

without pay (or for__________year and__________days on medical certificate on furlough pay)

MILITARY DEPARTMENT,
FORT WILLIAM,
*The*______________18 *Secretary to the Government of India*

N.B.—Strike out the portion bracketed when the furlough at credit amounts to two years or more

See Reverse

[REVERSE]

(As in Form A)

FORM No 5B (MILITARY FORM 5B).

[OBVERSE]

Furlough Rules of 1875.

Certified that____________________

who is subject to the Military Furlough Regulations of 1875, has no furlough at credit under those regulations, but he is eligible for two years on medical certificate on English furlough pay.

MILITARY DEPARTMENT,
FORT WILLIAM,
*The*______________18 *Secretary to the Government of India*

N.B—Strike out the word "English" when the furlough is under rule VI

See Reverse.

[REVERSE]

(As in Form A)

Forms Nos. 6 and 7 (Leave) —*Referred to in Article 958*

FORM No 6 (ACCOUNTANT GENERAL'S LETTER TO OFFICER PROCEEDING ON LEAVE OUT OF INDIA).

*To*__________

SIR,

With reference to the order noted in the margin, granting you leave out of India, I have the honour to say that it is necessary for you to obtain from me a Last pay certificate, stating the circumstances of your leave

(Here enter the number and date of the order name of Authority granting the leave, and page of the Gazette in which the leave is notified

NOTE—[Omit the italicised parts of this paragraph and the whole of paragraph 3 if the officer draws pay from

(ii) If you are to embark at

If you exceed this period without special order of Government, your leave to Europe dates from the day you give over charge

FORM No 7 (INFORMATION REQUIRED BY ACCOUNTANT GENERAL BEFORE LAST PAY CERTIFICATE CAN BE DRAWN UP)

1. On what date do you intend to make over charge of your office?
2 Before or after noon?

. . . . , Bombay or Madras) Civil Fund during your absence on furlough?

(*Column 6 is for Military Officers subject to the Military Leave Rules, and for Chaplains, only*

(Signed)

(*Designation*)

DATED AT

The of 18 .

TO THE ACCOUNTANT GENERAL OF ________

Form No. 8 (Leave) —*Referred to in Articles 905 to 979.*

LAST PAY CERTIFICATE

OF (*title and name*) OF THE (*Corps or Service*) PROCEEDING ON (*nature of leave*) TO (*name of station in India or to Europe as the case may be*)

1 Government under which employed

5 Article and clause of the Civil Service Regulations under which the leave is granted

[*Note —Distinguish Furlough granted on medical certificate from Furlough granted wit medical certificate.*]

6. Period of leave
7 Date of commencement of leave
8 Monthly rate of absentee allowance
(Subject to the deductions noted at foot in the case of Members of the Ind an Civil Service)
9 Place of payment

10
11
12
* otherw se than
13

NOTE.—[See Note under Article 265] (SIGNATURE)

(*Place and date*) *Audit Officer*

NOTE —(1) When the leave cannot be extended or commuted, the fact should be stated *In the case of an officer not being a Military Officer subject to the Military Leave Rules, note whether he is entitled to the full amount of Furlough permitted by the Regulations.*

NOTE.—(2) The date to which recovery has been made in India on account of payments made from the Home Treasury of the Government of India for the Family allotments of a Civil Officer should be entered in the certificate of such an officer proceeding on leave to Europe

Annuity Fund deductions . . . .—

Civil Fund Subscriptions (1) . . . { Ordinary, For wife, Sons, Daughters } . . . .

TOTAL .—

or

Subscriptions to the Indian Civil Service Family Pension Fund . . . . { For self, Sons, Daughters } . . . .

TOTAL .—

NOTE —(1) ...

... from Secretary of State, No 25 (Financial), dated 29th January 1891)

Forms Nos 7 and 8 (Leave).

Form No. 9 (Leave) —*Referred to in Articles 959 (ii) to 977.*

LAST-PAY CERTIFICATE

OF (*title and name*) OF THE (*service*) PROCEEDING ON (*nature of leave*) TO THE COLONY OF (*place*)

1 Government under which employed. 1
2. Substantive appointment. 2
[illegible] 3
[illegible] of such leave, 4
[illegible] h the leave is granted 5

NOTE —[*Distinguish Furlough granted under medical certificate from Furlough granted without medical certificate*]

6. Period of leave. 6
7. Date of commencement of leave. 7
8. Monthly rate of absentee allowance (subject to the [illegible] foot in the [illegible] rules of Members of the Indian Civil S[illegible] 8
[illegible] 9
10
11
12

(SIGNATURE)

Audit Officer.

TOTAL

[illegible] daughters [illegible]

TOTAL

NOTE —(1) [These details relate to the Bengal Civil Fund, for details of the subscriptions to the Madras and Bombay Civil Funds, see Appendix No. 10]

Forms Nos. 10 to 12 (Leave).—*Referred to in Articles 960, 961, and 962*

FORM No 10 —LETTER FROM *ACCOUNTANT GENERAL* WHEN AN OFFICER IS UNABLE TO CALL AT HIS OFFICE

TO TREASURY OFFICER OF__________

SIR,

[illegible]

of [illegible]

a ce [illegible]

his [illegible]

(3) A blank form (Form No 11) of report of date of leaving India, to be delivered along with the Last pay certificate.

(4) A form (No 12) of report of your having carried out these instructions, which you will send to me

(*Place and date*) *Accountant General.*

FORM No. 11—REPORT OF ACTUAL SAILING.

FROM__________

TO ACCOUNTANT GENERAL OF__________

SIR,

I have the honour to report that I sailed from India by the steamer "__________" which left __________ on __________ day the __________ of __________ 18 .

I have, &c ,

(Signed)

FORM No 12—TREASURY OFFICER'S REPORT.

FROM THE TREASURY OFFICER OF__________

TO THE ACCOUNTANT GENERAL,__________

SIR,

With reference to your letter No.__________, dated__________, I have the honour [illegible]

I have, &c ,

(Place and date)

Treasury Officer.

Form No. 13 (Leave)—*Referred to in Article 966 (b)*

COLONIAL (LEAVE ALLOWANCE) WARRANT.

[OBVERSE]

WARRANT No __________ OF 18 .

[illegible] ments

Leave allowance (y) equivalent at present rate of (z) per rupee to £ (yy) (1) a month

To be paid quarterly.

Signature of A B (to be entered in the original only).

DATED AT

*The*__________*18* . *Comptroller (or Accountant) General*

NOTE —(1) [The actual net amount of the allowance payable is to be shewn here, *e.g.*, in the cases of Members of the Indian Civil Service, after Civil Annuity and Civil Fund deductions]

[REVERSE.]

Name, rank, and description of Payee.	Period for which payment is	Monthly rate			Amount			Signature of Paying Officer.
		£	s	d				

Any re-adjustment of leave allowances necessitated by difference in the rate of exchange during the period of absence will be made on the first issue of pay after return to India.

This certificate will be returned by A B , and will be given up to the Account Office in India on his return to India. Each payment will be recorded on the reverse, certified by the Paying Officer, and receipted by A B.

Forms Nos. 11 to 13 (Leave).

Form No. 14 (Pension) —*Referred to in note to Article 994 (Note)*

QUARTERLY RETURN OF PENDING APPLICATIONS

Applications for Pensions and Gratuities received and disposed of during the Quarter ended , showing also cases not disposed of

1	2	3	4
.	DISPOSED OF DURING THE QUARTER BY SUBMISSION IN COMPLETE FORM TO THE	REMAINING UNDISPOSED OF AT THE END OF THE QUARTER	

FORM No 11 —REPORT OF ACTUAL SAILING.

FROM ________

TO ACCOUNTANT GENERAL OF ________

SIR,

I have the honour to report that I sailed from India by the steamer "________" which left ________ on ________ day the ________ of ________ 18 .

I have, &c,

(Signed)

FORM No 12 —TREASURY OFFICER'S REPORT.

FROM THE TREASURY OFFICER OF ________

TO THE ACCOUNTANT GENERAL ________

No. 228.

Page 448. Form No 13.

Substitute the following for this form :—

Form No 13 (Leave) —*Referred to in Article 966 (b).*

COLONIAL (LEAVE ALLOWANCE) WARRANT

[OBVERSE]

WARRANT No ________ OF 18

A B having been granted ________ for a period of (x) months under the orders of the Government of ________ is hereby allowed the privilege of drawing his leave allowance (y) from ________ during the above mentioned period commencing from ________

Leave allowance (y) equivalent at the rate of 1s 6d per rupee to £ (yy) (¹) a month

To be paid quarterly

Signature of (A B to be entered in the original only)

DATED AT

The ________ *18* *Comptroller* (or *Accountant*) *General*

NOTE —(¹) [The actual net amount of the allowance payable is to be shewn here, e g , in the cases of Members of the Indian Civil Service after Civil Annuity and Civil Fund deductions]

[REVERSE]

Name, rank and description of Payee	Period for which payment is made	Monthly rate			Amount			Signature of Paying Officer
		£	s	d				

This certificate will be returned by A. B, and will be given up to the Account Office in India on his return to India. Each payment will be recorded on the reverse, certified by the Paying Officer, and receipted by A B

Form No. 14 (Pension) —*Referred to in note to Article 994 (Note)*

QUARTERLY RETURN OF PENDING APPLICATIONS

Applications for Pensions and Gratuities received and disposed of during the Quarter ended , showing also cases not disposed of

1	2			3			4
	DISPOSED OF DURING THE QUARTER BY SUBMISSION IN COMPLETE FORM TO THE LOCAL GOVERNMENT			REMAINING UNDISPOSED OF AT THE END OF THE QUARTER			
Number received during the quarter	(a) Within one month from receipt	(b) Within two months from receipt	(c) More than two months from receipt	(a) Received less than two months before the end of the quarter	(b) Received two months or more before the end of the quarter	(c) Received during the previous quarter	Particulars of each case not disposed of within two months from the date of receipt (*See* entries in columns 2 (*c*) *and* 3 (*b*) *and* (*c*), with explanation of the cause of the delay)

Form No 15 (Pension) —(*Four pages*) *referred to in Articles 900 to 994 and 1019*

APPLICATION FOR PENSION

FIRST PAGE

Application for Pension or Gratuity

1 Name of applicant
2 Father's name
3 Race sect and caste
4 Residence showing Village and Pergunnah
5 Present or last employment, including name of establishment
6 Date of beginning of service . . 1st May 1851
7 Date of ending of service . 30th June 1871

		Y	M	D
8 Length of service	including interruptions	20	2	0
	of which Superior	17	2	10
	Inferior	1	5	0
	non-qualifying and interruptions .	1	6	22

9 Class of pension or gratuity applied for, and cause of application *
10 [Average] Emoluments or pay
11 Proposed pensio
12 Proposed gratuity
13 Date from which pension is to commence
14 Place of payment
15 Date of applicant's birth by Christian era †
16 Height
17 Marks
18 Date

* If the application is for a compensation pension or gratuity the nature of the change of establishment which has given rise to the claim should be fully stated

† (If not known exactly must be stated on the best information or estimate)

SIGNATURE OF HEAD OF OFFICE

SECOND PAGE

HISTORY OF SERVICE (SHOWING INTERRUPTION) OF

Establishment	Appointment	Pay	Acting allowance	Date of beginning	Date of ending	Period reckoned as service Y M D	Period not reckoned as service Y M D	Remarks	How verified	Remarks by the *Audit Officer*
Collector of Hughli	Mohurrir	10		1st May 1851	15th Aug 1851		0 3 15	Inferior grade	By Accountant General Bengal — *See* enclosure A	
Ditto	Ditto	15		16th Aug 1851	30th Sep 1851		1 1 15	Under 22 years of age		
Ditto	Ditto	15		1st Oct 1852	7th May 1856	3 7 7		...		
On sick leave				8th May 1856	4th Nov 1856		0 6 0	..		
Collector of Hughli	Mohurrir	5		6th Nov 1856	15th Jan 1859	2 2 8				
Out of employ				16th Jan 1859	17th Jan 1859		0 0 2	Resigned to join new appointment		
Post Office Burdwan	Deputy Post Master			18th Jan 1859	11th July 1865	6 5 24			Comptroller Post Office — *See* enclosure B	
Under suspension				12th July 1865	1st Sep 1865		0 1 21	Suspension adjudged as a penalty		
Post Office Burdwan	Deputy Post Master	25		2nd Sept 1865	3rd Mar 1869	[illegible] 6 [illegible]				
Ditto	Ditto Offg Post Master	25	10	4th Mar 1869	3rd Dec 1869	1 9 0	..			
Out of employ in consequence of abolition of appointment				4th Dec 1869	1st Nov 1870		0 10 29			
Judge of Nuddea	Clerk	40		2nd Nov 1870	30th June 1871	0 7 [illegible]			Accountant General, Bengal — *See* enclosure C	
	Total Period of superior service				. . .	7 2 10				

Form No 15 (Pension).

Form No. 15 (Pension).

Form No. 15 (Pension)—*continued.*

THIRD PAGE.	FOURTH PAGE—(DOCKET).	
REMARKS BY HEAD OF OFFICE		
1. As to character and past conduct of applicant.	APPLICATION FOR PENSION OR GRATUITY	
2. Explanation of any suspension or degradation.	Date of Application.	
3. Regarding any gratuity or pension already received by applicant —(*See Chapter XXI*)	Name of Applicant	
4 *Explanation under Article 469* so far as the Head of the Office can give it.	Last appointment.	
5. Any other remarks	Class of pension or gratuity.	
6 Specific opinion of Head of Office, whether the service claimed is established and should be admitted or not —(*See Article 991 (b)*)	Amount of pension sanctioned.	
SIGNATURE.		
CERTIFICATE AND REPORT OF THE *Audit Officer.* (¹)	Amount of gratuity sanctioned.	
Certified that (subject to the remarks below recorded) qualifying service in [*Inferior or Superior*] grades has been duly proved for——years——months——days; and that a [*pension or gratuity*] not exceeding R is admissible under Article——of the Civil Service Regulations The calculations have been duly verified The (*pension or gratuity*) is chargeable to (*here specify whether to General Revenues, or to what Fund*).	Date of commencement.	
Audit Officer.	Date of sanction.	

(¹) In the case of Civil Engineers and Telegraph Officers who are eligible for the additional pensions authorised in Article 714, the following addition should be made to the usual form of certificate:—

He has served for three years as (*Chief Engineer, Superintending Engineer, etc, as the case may be*) and is eligible for a special additional pension of R[illegible] if he is considered to have rendered "approved service" under Article 714 of the Civil Service Regulations.

Form No. 16 (Pension).

Form No 16 (Pension).—*Referred to in Article 1020.*

PERMANENT PAY ORDER (OBVERSE)

COLLECTOR'S HALF

Place for signature of pensioner on the first payment made hereon————

Class of pension, and date of order sanctioning it.	Personal identification	Height		Date or approximate date of birth.	Sect.	Residence showing Village and Pergunnah	Amount of monthly pension
		Feet	Inches				

ACCOUNTANT GENERAL'S OFFICE;
Calcutta ————18 .

No
SIR
Until further notice, and on the expiration of every month, be pleased to pay to A B the sum of R.———— being the amount of————pension, as————

upon the production of the counterpart hereof taking from the claimant a receipt for the amount according to usual form

To the Collector of————

Accountant General

NOTE —Payment under this order is to be made only to the pensioner in person, with the following exceptions —
(a) To persons specially exempted by the Local Government
(b) To females unaccustomed to appear in public, and to persons unable to appear on account of illness or bodily infirmity
(Payment in both classes (a) and (b) is made on production of a Life certificate signed by a responsible officer of Government, or other well known and trustworthy person) (Articles 1026 to 1029)
(c) To any person sending a Life certificate signed by some person exercising the powers of a Magistrate of any class under the Criminal Procedure Code, or by any Registrar or Sub-Registrar under the Registration Act, or by any pensioned officer who, before retirement, exercised the powers of a Magistrate (Articles 1026 to 1029)

PENSIONER'S HALF.

NAME OF PENSIONER————

HEAD OF CHARGE————

Class of pension and date of order sanctioning it	Date or approximate date of birth.	Sect	Residence showing Village and Pergunnah	Amount of monthly pension

ACCOUNTANT GENERAL'S OFFICE;
Calcutta ————18 .

No
SIR
Until further notice, and on the expiration of every month, be pleased to pay to A. B the sum of R.———— being the amount of————pension, as————

upon the production of this order and a receipt according to usual form

To the Collector of————

Accountant General

NOTE (1) —Payment under this order is to be made only to the pensioner in person, with the following exceptions —
(a) To persons specially exempted by the Local Government
(b) To females unaccustomed to appear in public and to persons unable to appear on account of illness or bodily infirmity
(Payment in both classes (a) and (b) is made on production of a Life certificate signed by a responsible officer of Government, or other well known and trustworthy person) (Articles 1026 to 1029)
(c) To any person sending a Life certificate signed by some person exercising the powers of a Magistrate of any class under the Criminal Procedure Code, or by any Registrar or Sub-Registrar under the Registration Act, or by any pensioned officer who, before retirement, exercised the powers of a Magistrate (Articles 1026 to 1029)

(2) —On the decease of the pensioner, this order should be immediately returned by his family to the District Officer, with a report of the date of his decease

Form No 16 (Pension).

Form No. 16 (Pension)

Form No. 16 (Pension)—*continued.*

PERMANENT PAY ORDER (REVERSE)

REVERSE OF PENSIONER'S HALF *Every separate payment is to be recorded below by the Disbursing Officer*								REVERSE OF COLLECTOR'S HALF *This document is to be retained by the Disbursing Officer so long as the authority remains in force in such manner that the pensioner shall have no access to it. Every separate payment is to be recorded below*							
When paid	For the month of	Amount	Initials of Disbursing Officer	When paid.	For the month of	Amount.	Initials of Disbursing Officer	When paid	For the month of	Amount	Initials of Disbursing Officer	When paid	For the month of	Amount	Initials of Disbursing Officer

Form No. 16 (Pension).

Form No. 17 (Pension).

Form No 17 (Pension) —*Referred to in Article 1045 (a) and (b).*

ANNUAL (MORTALITY) RETURN.

RETURN OF PENSIONS PAID AT__________________DURING THE OFFICIAL YEAR 18 .

Pension exceeding *not exceeding R*________.

NOTE.—[The Return is in three parts—(1) for pensions not exceeding R10 a month (2) for pensions exceeding R10 but not exceeding R50 a month, (3) for pensions exceeding R50 a month]

	PRESENT AGE (LAST BIRTH DAY) OF PENSIONERS								
	Not more than 50 years	51 to 60 inclusive	61 to 65 inclusive	66 to 70 inclusive	71 to 75 inclusive	76 to 80 inclusive	81 to 85 inclusive	86 and upwards	TOTAL	REMARKS
1.—Number of Pensioners on the List at end of last year Heading 9 of last year's Return . . .										
2.—Deduct the number transferred into the next period of age										
3.—Add the number transferred from the last period of age										
4.—Number from last year thus corrected for age .										
5. NEW NAMES BROUGHT ON THE LIST By new pensions .										
6. NEW NAMES BROUGHT ON THE LIST ,, renewal after being struck off .										
7. NEW NAMES BROUGHT ON THE LIST ,, transfer from other offices . .										
8.—Total of Headings 4 to 7 being total number to be accounted for										
9.—Number on Pension List at end of year . .										
10. REMOVED DURING THE YEAR By transfer to other offices . .										
11. REMOVED DURING THE YEAR Reported dead . .										
12. REMOVED DURING THE YEAR By non appearance for six months .										
13.—Total of Headings 9 to 12, being total number accounted for										

NOTES.—Headings 2 and 3 show *the transfers rendered necessary by Pensioners passing from one of the periods of age into the next. Hence each entry under Heading 3 will* be the same as the entry under Heading 2 in the next preceding column

Heading 6.—Enter here any persons who after being previously entered under Heading 12 of the statement as having been struck off the list, on account of non-appearance for six months (Article 1038), are again admitted into the List.

Form No 17 (Pension).

Form No. 18 (Pension).—*Referred to in Article 1045 (b).*

COMPARISON OF THE RATES OF MORTALITY.

AGE	I PENSIONS NOT EXCEEDING R10.				II PENSIONS EXCEEDING R10 AND NOT EXCEEDING R50				III PENSIONS EXCEEDING R50				TOTAL OF THE THREE GRADES OF PENSIONS.			
	Number exposed to risk, namely half the sum of the numbers on the roll at the beginning and at the end of the year as shewn in lines 4 and 9 of Form No. 17.	Number died in 189 -9 (¹)	Expected deaths as per table. (²)	Difference between expected and actual mortality, plus or minus	Number exposed to risk, namely, half the sum of the numbers on the roll at the beginning and at the end of the year as shewn in lines 4 and 9 of Form No. 17	Number died in 189 -9 (¹)	Expected deaths as per table (²)	Difference between expected and actual mortality, plus or minus.	Number exposed to risk namely, half the sum of the numbers on the roll at the beginning and at the end of the year as shewn in lines 4 and 9 of Form No. 17	Number died in 189 -9 (¹)	Expected deaths as per table (²)	Difference between expected and actual mortality plus or minus.	Number exposed to risk, namely, half the sum of the numbers on the roll at the beginning and at the end of the year as shewn in lines 4 and 9 of Form No. 17	Number died in 189 -9 (¹)	Expected deaths as per table (²)	Difference between expected and actual mortality, plus or minus.
Under 50																
51 to 60																
61 to 65																
66 to 70																
71 to 75																
76 to 80																
81 to 85																
86 & upwards																
TOTAL																

(¹) The number to be entered in this column is the number of reported deaths (line 11 of Form No. 17), plus the number of lapses (line 12 of Form No. 17), minus the number of renewals (line 8 of Form No. 17).

Age	Rate of mortality per cent.	Age	Rate of mortality per cent.
(²) Under 50	4	72 to 75	10·
51 to 60	4 5	76 to 80	12·
61 to 65	6 5	81 to 85	12 5
66 to 70	8·	86 and upwards	14

Form No. 19 (Pension).—*Referred to in Article 1055.*

COLONIAL (PENSION PAYMENT) WARRANT.

[OBVERSE]

WARRANT No.______________ OF 18 .

A B is permitted to reside and draw his pension from______________________

commencing from______________at the following rate —

Signature of A B (to be entered in original only)

This certificate will be retained by A B, and will be given up to the *Audit Officer* in India on his return to India Each payment will be recorded on the reverse, certified by the Paying Officer and receipted by A B

[REVERSE]

Name, rank, and description of Payee	Period for which payment is made	Monthly rate			Amount			Signature of Paying Officer
		£	s	d				

REFERENCE TABLES.

ABBREVIATIONS USED IN THESE TABLES

C S R, *Civil Service Regulations* I *Preliminary* D, *Definitions* P *Civil Pension Code* L, *Civil Leave Code* A *Pay and Acting Allowance Code* T *Civil Travelling Allowance Code.* N *Not in previous Codes but not necessarily a new order* R., *References to other parts of the regulations not given or unnecessary in previous Codes* App *Appendix* Sch, *Schedule* sec, *Section* ex *Exception* n, *note or notes* f n, *foot note* p, *part or parts* r, *rule or rules* O *omitted*

TABLE I—Showing approximately the rule in the sixth Edition of the Financial Codes and Provisional issue of the Travelling Allowance Code on which each article of the 2nd Edition of the Civil Service Regulations is based

Reference to		Reference to		Reference to		Reference to	
C S R	Old Rule	C S R	Old Rule	C S R	Old Rule	C S R	Old Rule
1	L I & T 2 & 5	29	T 3 (k) & T 18 n 1	58A	N	85	A 14
2	P 1 f n & P 8 (n above)	30	D (ix)	59	D (xvi) & T 4 f n	86 & 87	A 15 I & II
3	T 1	31	T 3 (n)	60 & 61	P 106 2	88 to 91	N
4 & 5	N	32	T 3 (p)	62	P 106 3 & 5	92	A 15 III
6	L 3	33	D (ix)	63	P 115 ex & r 2	92 n	f n page 272
7	P 2.	34 to 36	D. (x)	64	P 66 & A 7	93	N
7 n.	f n page 2	36A	N	65	D (viii)	94 to 99	A 57 (l)
8	I II & T 3 (a)	37	Do & L 54-2	66	L 55-1	99A	N
9 to 11	D (iii) & (iv)	38 & 39	D (x)	67 to 70	L 160-5 to 8	100	A 57 (i)
12	D (iv) & (v)	40	D (xi) & T 3 (b)	71 to 75	N	101	A 57 (k).
13	D (v)	41	D (xi) & T 3 (a)	76	L 6	102 to 104	L 17 I to III
14	D (iv)	42 & 43	D (xii)	77	A 9	105	L 17 f n
15	T 3 (e)	45 to 47	D (xiii)	78	L 14	105 n	D (iv)
16	D (vi)	48	A 2	79	A 10	106 to 108	N
17	P 131 2 p	49	A 1	80	N	109	A 4-4
18 & n	D (vii)	50 & 51	D (xiv)	81	f n page 212	110	A 4
19 & 20	D (viii)	52	T 3 (f)	81A	N	111 to 113	A 4—1 to 3.
21	T 3 (l & m)	53	D (xiv)	82	L 161 (b) 3	114	A. 4-5.
22	T 3 (j)	54	T 3 (d)	83 (a)	L 162.	115 & 116	A. 8
23	D (xvi)	55 & 56	D (xiv)	„ (b)	L 164 (p)	117	A. 3
24 to 27	D (viii)	57 & 58	D (xv)	84	L 162 ex	118	A. 54 & A 56

Reference to	
C S R	Old Rule
119	A 5 r 1
120	A 5 & n (4)
120 (proviso)	A 5 (i)
120 (i)	A 5 (i) 1
120 (ii)	A 5 & n (1)
(iii)	A 5 (i) (?)
„ r 1	A 5 & r 4
121	A 5 & r 2
121 (i)	A 5 (ii)
(ii)	A 5 & n (5)
122	A 6
123	A 5 n (2) & (3)
124 (1) & (2)	A 16 (title above)
„ (3)	A 36 (a) r 1
, (4)	R to A 36 (a)
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915 (a)	L 143 (a)
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916	L 79-6
916A	N
917 to 923	L 125 I to VI
924	L 125 IX
925	L 125 X
926	N

Reference to	
C S R	Old Rule
927	L 125 II (page 190)
928	L 125 VII & VIII
929	N
930	L 79-21 to 24
933	L 47 n above
933A	N
934 (a)	L 162 1
„ (b)	L 64-3
935	L 79 2 n
936	L 161 (a)
937	L 161-4
938	L 161-6
939	L 161 7
940	L 161-8
941	f n page 210 & L App B
942	L 161 (a) 2
943	} L 161 (a) 1
944	
945	L 161 (b)
946	L 161 2
947	L 161 (b) ex & n
948	L 161 (b) 1
949	L 161 (a) 3
950	N
951	L 162
1	L 79-25
952	N R.
953	L 162 n above
954	L 161 (a) 5
955	L 164 case I
956	, 1
957	, „ 2
958	L 163 and r 1
959	L 163-2
960 to 962	L 163-3 and 4

Reference to	
C S R	Old Rule
963	L 163-2 n
964	L 163-5
965 to 971	L 163-7 to 13
972	L App A (7)
973 & 974	L app A (3) & (10)
975	L App A (1)
976	L App A (5)
977	L App A (4)
978	L App A (11)
979	L 163-6
980	L App A (6)
981	D (xv)
982	L App A(12)
983	L App A(9)
984 (a)	L App A(13)
, (b)	L App A (2)
985	L App A (8)
986	R
987	P 3 and 130 2
988 (a)	P 130
(b)	} P 130-1
(c)	
989	P 131 & r 1 to 5
, n	f n page 73
990	P 132
991 (a)	P 132 1
(b)	P 131-6
, (c)	P 132 2
992	P 110-8
993	P 133
994	P 134
(1)	P 134-1
(2)	P 134 3
, (3)	P 134-4
n	P 134-5

Reference to		Reference to		Reference to		Reference to	
C S R.	Old Rule	C S R	Old Rule	P S R.	Old Rule	C S R	Old Rule
995	P 139	1032	P 1 6	1070	P 30-1	1110 & 1111	T 53
996	P 139	1033	P 176-1	1071	P 30 p	1112	T 69 A
997	P 139-1	1034	P 176-2	1072 (a) & (b)	P 31 p	1113	T 53-1
998 to 1000	P 135 p	5	P 170 & r	1072 (b) n	P 17° II	1114	T 53-2
1001	P 154	1036 & 1037	P 167 p of r & r 3	1073	P 31 p	1115 to 1119	T 55 & r
„ 1	P 154-2	1038 & 1039	P 177	1074	P 31 1	1120	T 56-2
1002	P 154-1	1040	P 177 I	1075	P 29-1 (d)	1121 (a)	T 56
1003	P 135 p	1041 (a) & (b)	P 177 2 p	1076	R	„ (b)	T 56-1
1004	P 136 & r	„ (c)	”	1077	P 40-2 p	1122 & 1123	T 56 3 & 4
1004 n	f n page 75	1042	P 1 -3	(1)	P 41 f n	1124	T 57
1005	P 138 & r	1043 & 1044	P 177 2 p	1078 (a)	P 40-2 p	1125	T 58 p & n.
1006 to 1008	P 137 & App A form C	1045 (a) & (b)	P 171	1078 (b)	P App from B (1)	1126	T 2 (1)
1009 to 1012	P 139-2 to P 139-4	1045 (c)	P 171 1	1079 to 1084 (a)	P 40-3	1127	T 59
		(d)	P App C 3	1084 (b)	N	1128	T 59 r
1013 to 1014	P 168-1 & 2	1046	P 171 2	1085	P 40-2 p	1129 (a)	N
1015	P 1 2-1	1047	P 173	1086 & 1087	T 6 & r	„ (b)	T 59 ex 1
1015A	N	1048	P 174-2.	1088	T 7	(c)	T 59 ex 8
1016	P 172-1	1049	P 163 5	1089 to 1091	T 7 1 to 3	(d)	T 59 ex 7
1017	P 174	1050	P 174-3.	n p of	T 3 (b)	1130	T 59 ex. 6
1018	P 174-1	1051	f n p 175	1092	T 11	1131	T 60 & r
1019	P 166	1052	P 175	1093	T 12	1132	T 13, 15 & 25
1020	P 167	1053 to 1055	P 175 I to III	1094 & 1095	T 12-1 & 2.	1132 (1)	T 13-2
1020 n	N	1056	P 175 V	1096	T 4	„ (2)	T 13-3
1021	P 163-1	1057	P 175 IV.	1097	T 70	1133 (a)	T 13 ex. 1 p
1022 to 1024	P 180 with r 1 & 2	1058	P 175 VII	1098 to 1100	T 4-1 to 3	„ (b)	T 13 r 4
1025	P 168	1059	P 175 VI	1101 to 1103	T 8 to 10	„ (c)	T 13 ex 2
1025 (1)	P 167 1.	1060	P 175 VIII.	1104	R	1134	T 13 ex 1 p
„ (2)	P 167 2	1061	P 175 IX	1105	T 48	1135	T 13 r 1
„ (3)	P 168-3	1062	P 33	1106	T 48 ex.	1136 to 1139	T 13 f n (1)
„ (4)	P 168-4	1063 to 1066	P 29-1 (a)	1107	T 49	1140	T 13 f n (2)
(5)	N	1067 (a)	P 29-1 (b)	1108	T. 51	1141 to 1144	T 14 & r
1026 to 1028	P 169	„ (b)	P 29 1 (c)	1109 (a)	T 52.	1145	T 16
1029 (1) & (2)	P 169-12	„ (c)	N	(b)	T 52 r	1146 (a)	T 16 ex 2
1030	P 155	1068	P 30 p	„ (c)	T 52 n (1)	„ (b)	T 16 ex 1
1031	P 172 2	1069	P 30 n	„ n	T 52 n (2)	1147 to 1149	T 16 r 1 to 3

Reference to		Reference to		Reference to		Reference to	
C S R	Old Rule	C S R	Old Rule	C S R	Old Rule	C S R	Old Rule
1150	T 17 & r 1	1187 (a)	T 24-2	1221	T 25-2	1290 (a)	T 72 r 2
1151 to 1153	T 17 & r 3 to 4	,, (b)	T 19 ex 4	1222 & 1223	T 25-3	,, (b)	T 72 r 3
1154 (a)	T 18 & 19 ex 6 p	,, (c)	T 19 ex 8	1224 & 1225	T 25 n to r 2	1291 to 1293	T 72 r 4 to 6
,, (b)	T. 18 n 2	,, (d)	T 19 ex. 9	1226 to 1231	T 34 to 36	1294	T 73 p & r
1155	T 18 r 3	1188	T 19 ex 6 p	1232	T 37	, (a) to (f)	T 73 ex 1 to 6
1156	T 18 r 4	1189	T 19 ex 7	1233 to 1241	T 37 to 44 (b)	1294 & 1295	T 73 p
1157	T 19	1189A	N	1242	T 44 (d)	App 1	f n page 63
1158	T 19 ex 1 & 2	1190	T 4-4 T 26	1243 to 1250	T 45 to 47 & r	,, 2	P 164-2 & App A, form I
1159 to 1163	T 20 & r	1191 (a)	T 29 & r	1250A	N.	,, 3	L Sch B
1164 (a) & (b)	T 19 1	, (b)	T 26 ex 1.	1251	T 71	,, 4	f n pages 28 & 29
1164 (c)	T 19 r	,, (c)	T 26 ex 2	1252 & r	T 71 1	,, 5	P App B
1165	T 18 2	,, (d)	T 26 ex 3	1253	T 71 13	, 6	f n page 51
1166	T 23 & r	1192 to 1194	T 30, 31 & r	1254 to 1257	T 71 7 to 9	, 7	f n pages 63 & 64
1166A	N	1195	T 61	1257A	N	, 8	P App C 4
1167 to 1169	T 21 & r	1196 to 1202	T 27 & 28 with r	1258 to 1262	T 71 2 to 5	, 9	P 179 & P App E
1167 n p of	T 3 (b)	1203	T 32 & ex	1263	T 59 ex 9	,, 10	L App B (a)
1170	T 23	1204	T 54	1264	T 59 ex 5	,, 11 & 12	L P. App C
1170A	N	1205	T 32 A	1265	T. 71 10	,, 13	N.
1171	T 22 ex 1	1206	T 32-8	1266	T 18 p of r 1	, 14	N
,, 1	T 22 ex n 1	1207	T 32 3	1267 (a)	T. 71 11	, 15	N (See 71 (b))
,, 2	T 22 ex n 2	1208	T 32 ex 1	, (b)	T 71 12	,, 16	P App C 1
,, 3	T 22 ex n 4	1209	T 32 ex 2	1268	T 59 ex 4	,, 17	P Sch D & L Sch C
1172 & 1173	T 23 ex 3	1210	T 32 1	1268A	N	,, 18	T App C
1174	T 22 ex 6	1211	T 32-2	1269	T 59 ex 3	,, 19	T Sch A
1175	T 22 ex 7.	1212	T 32-6	1270	T 44 (c).	,, 20	T App A.
1176	T 22 ex 4 & 5	1213	T 32-4	1271	T 58 p	,, 21	T App D
1177	T 22 ex 8	1214	T 32-5	1272	T 22 ex 10	,, 22	T Sch B
1178 to 1181	T 22 with ex & r 1	1215	T 32-7	1273	T 56-5	,, 23	T Sch. C
1182	T 24-4	1216 (a)	T 33	1274 to 1286	T 62 to 69	,, 24	T Sch. D
1183	T 24 5.	, (b)	T 33 r	1286A to 1286C	N	,, 25	T Sch F
1184	T 24-6.	1217 & 1218	T 33 ex 1 & 2.	1287	T 72	,, 26	T Sch F
,, 1	T 13 ex 1	1217 n	T 3 (c)	1288	T 72 r 1	,, 27	f n page 26
1185	T. 19 ex 3.	1219	T 25-1	1289	T. 72 ex 1 & 2	, 28	T f n page 40
1186	T 24-3	1220	T 22 ex 9				

Reference to		Reference to		Reference to		Reference to	
C. S. R.	Old Rule	C. S. R.	Old Rule	C. S. R.	Old Rule	C. S. R.	Old Rule.
App 29	N						
„ 29A							
„ 30							
Form 1	L App D form A						
„ 2	form B (1)						
„ 3	form B (2)						
„ 4	(1) form C						
„ 5	(2) form D						
„ 5A	N						
„ 5B							
„ 6	L App A form A						
„ 7	form B						
„ 8	form C						
„ 9	form D						
„ 10	form E						
„ 11	form F						
„ 12	form G						
„ 13	form H						
„ 14	P App A form H						
„ 15	form A						
„ 16	form B						
„ 17	form F						
„ 18	form G						
„ 19	form F						

(1) Should have been D } with reference to Military Rules.
(2) „ „ „ L }

TABLE II—Showing where the sections, etc, of the Sixth Edition of the Financial Codes and the provisional issue of the Civil Travelling Allowance Code are to be found in the 2nd Edition of the Civil Service Regulations

Reference to	
Old Rule	C S R
I—I.	1
I—II	8
D *Absentee*	9
D *Accountant General*	10
D *Active Service*	11 to 14 207 610, 628, 637, 691—1
f n D (iv)	105 n
D *Appointments*	16
D *Average Emoluments*	531
D *Average Salary*	18 346, 373 to 375, 629 sec
D *Barrister*	19
D *Calender month*	20 & 65
D *Class or Grade*	24
D *Consolidated pay*	25
D *Continuous service &c*	26
D *Court*	27
D *Covenanted Civil Servant and Service*	28
D *Emoluments*	530
D *Extraordinary Leave*	30
D *Foreign Service*	33
D *General Revenue*	34
D *Grade or Class*	35
D *Gratuity*	36
D *Lien on appointment*	37
D *Local allowance*	38
D *Local fund*	39
D *Local Government*	40 41

Reference to	
Old Rule	C S R.
D *Military officers*	42
D *Ministerial officer*	43
D *Native Civil Servant*	44
D *Native of India.*	45
D *Officer*	6
D *Pay and salary*	47
D *Pension*	50
D *Pensionable office or service*	51
D *Progressive appointment or pay*	53
D *Qualify*	55
D *Rule of proportions*	56 & 981
D *Salary*	57
D *Service*	629 sec 1
D *Staff salary*	58
D *Uncovenanted Medical Officer*	23
D *Uncovenanted Officer*	0
D *Warrant Officer*	59
P 1	381 382
P 2	7
f n. page 1	2
P 3	987
P 4	512
P 5	603
P 6 & 7	443 & 444
f n page 2	7 n
P 8 n. above	2
P 8	810
P 8 (1)	806 (i)

Reference to	
Old Rule	C S R.
P 8 (2) n	815 n
P 8 (2) & (3) p	806 (ii)
P 8(3) p	807
P 8 (3) n	819
P 9 (*a*)	808, 810 825
f n page 3	849
P 9 (*b*)	835, 836
P 9 (*b*)n (1)	804
P 9 (*b*) n (2)	809 (*c*)
P 9 (*b*) 1	815 (*a*)
P 9 (*b*) 2	0
P 9 (*b*) 3	809 (a) n
P 9 (*b*) 4	823 (*c*)
P 9 (*b*) 5	826
P 9 (*b*) 5 n	828 (*b*)
P 9 (*b*) 6&(1)	827
P 9 (*b*) 6 (2)	828
f n page 5	0
P 9 (*b*) 6 (3)	829
P 9 (*b*) 6 (4)	826
P 9 (b) 6 (5)	831 & 832
f n page 6	828 (*c*) n (1)
P 9 (*b*) 7.	820
P 9 (*b*) 8	809 (*b*)
P 9 (*b*) 9	0
P 9 (*b*) 10	830
P 9 (*b*) 11	863 n.
P 9 (*b*) 12	0 *see 863 n*
P 9 (*b*) 13	817 (*e*)

Reference to	
Old Rule	C S R
P 9 (*b*) 14	616 (*b*)
P 9 (*b*) 15	834
P 9 (*b*) 16	838
P 9 (*b*) 17	821
P 9 (*b*) 18	842
P 9 (*b*) 18 n	866
P 9 (*b*) 19	843 844
P 9 (*b*) 20	816
P 9 (*b*) 21	850, 851
P 9 (*c*)	840
P 10	841
P 11 ex (*a*)	802 (*third example*)
P 11 ex (*b*)	817 (*i*) (*j*) & (*k*)
P 11 ex (*c*)	817 (*f*)
P 11 ex (*d*)	825
P 11 ex (*e*)	817 (*g*)
P 11 ex (*f*)	(*l*)
P 11 ex (*g*)	812 & 813
P 11 ex (*h*)	517
P 11 ex (*i*)	} 811 & 814
P 11 n (1)	}
P 11 n (2)	811n (1)
P 12 n above	600 & r [illegible]
P 12	600 r 29
P 13	r 27
P 14	,, r 28
P 15	,, r 29
P 16	,, r 29

Reference to		Reference to		Reference to		Reference to	
Old Rule	C S R	Old Rule	C S R	Old Rule	C S R	Old Rule	C S R
P 17	600 r 30	P 39 (a) 1	638 & 639	P 57 ex (6)	388 6	P 74-5	728
P 18	„ r 31	P 39 (b)	637 (c)	P 57 1	389	P 74-6	729
P 19	„ r 3	P 40	660	P 58	387 (a	P 74-7 &	736
P 20	r 33	P 40-1	already ca	P 59	387 (b	P 75	410
P 21	r 34	P 40-2	celled 1077	P 60	384 (c)	P 75-1	411
P 22	r 35		1078 (a) &	P 61	384 (d)	P 75-2	412
P 23	„ r 36	P 40-3	1085 1070 to	P 62 & f n	384 (e) and n	P 76 & 1	413
P 23, n	„ r 38		1084 (a)	P 63	384 (a)	P 76-2	413-1
P 24	r 36	P 41	663	P 64	384 (b)	P 77	414
P 25	r 37	P 41 f n	1077 1	P 65	407	P 78	417 to 419
P 26 title above	609	P 42	661 & 662	P 66	390 (b)	P 79	415
P 26	615 (a)	P 43	748 & 749	P 67	390 (a) 391 (1) & (2)	P 9 1	416
P 26-1	(b)	P 44	750		707	P 80	420
P 27	620	P 44-1	762	P 68	691 to 694	P 80-1 & n	854 1 & n
P 28	621 622	P 45	751	P 69 & r	514	P 80-2	422
P 29	623	P 46	752	P 69 f n	514 n	P 81	420
P 29-1 (a)	1066(a)	P 46 f n	752 n	P 70	394	P 82	421
P 29-1 (a)	1063 to 1066	P 47	753 to 756	P 70-1	396	P 82 1	423
P 21 1 (b)	1067(a)	P 48	757	P 70-2	394 xamples (1) to (4)	P 82 ex 1	382 1
P 29-1 (c)	(b)	P 49	761	P 70-2 ex	395	P 82 ex 2	382 2
P 9-1 (d)	1075	P 50	760	P 70-3	397	P 83 & n	426 & n & 427
P 30	1071 & 1068	P 51	759	P 70-4	424	P 84	421 & 853
P 30 n	1069	P 52	762	P 0-5	425	P 84 (a) to f)	421 (a) to (f)
P 30-1 & n	1070	P 53	758	P 71	398	P 84 (g)	869 (c)
P 31	1072 & 1073	P 54	385	P 71 n	39 n	P 84 (h)	421 (g)
P 31 1	1074	P 54 f n	App 4	P 71 1	400	P 84 ( )	421 (h)
P 32	624	P 5	728 (a) n	P 71 2	401	P 85 & ex	861 & 862
P 33	628—2	P 56	513	P 72	399 & 399 2	P 86	858
P 34	3	P 56 f n	513 n	P 3	402	P 86-1	867
P 35	4	P 57	388	P 74	403	P 86 n & P 87	850
P 36	5	P 57 ex (1)	388 1 & 391 (3)	P 74 1	404	P 87 1	860
P 37	6	P 57 ex (2)	388—2	P 74-2	405	P 87 2	399 1
P 38	7 & 10	P 57 ex (3)	388—3	P 74 3	406	P 87 3	868
P 39 (a)	637 (a)	P 57 ex (4)	388—4	P 74-4	408 & 728 (a)	P 88	869
P 39 (a) n	637 (b)	P 57 ex (5)	388—5	P 74-4 n	409	P 89	420

Reference to		Reference to		Reference to		Reference to	
Old Rule	C S R	Old Rule	C S R	Old Rule	C S R	Old Rule	C S R.
P App A from C	1006	L 12 (b)	239	L 47 1	O	L 64-2	361
P App A from D	798	L 13 & 1	251	f n. page 158	374-1	L 64-3.	924 (b)
P App A form E	form 10	L 14	78	L 48 & n	3 & 338 & n	L 64-4	358-1
P App A form F	,, 17	L. 15	603	L 49	339	L. 64-5	356
P App A form G	,, 18	L 16	366	L 50 & f n	340 & n	L 65	355
P. App A form H	,, 14	L 17	102 to 104	L 50-1	341	L. 65-1	358
P App B	App 5	L 17 A	218	L 51	344 (a)	L 66	357
P App C 1	,, 16	L 18	501	L 52	343	L 67	354
P. App C 2 p	805	f n page 150	105	L 53	344 (b)	L. 67 1	359
P App C 2 p	O	L 19	594	L 54 (a)	240 (a)	L 67 2	353 (b)
P App C 3	1045(d)	L 19 1	595 & 593	L 54 Explanation	345	L 67-3	675
P App C, see f n page 100	App 8	L 20 n above	600	L 54 (b)	240 (b)	L 68	364
P App D	802, 817, 824	L 20	r 1 & r 26	L 54-1	242	L 69	365
P App E	App 9	L 21	600 r 5	L 54-2	37	L 70	362
L. 1 (a) to (c)	219, 272, 330	L 22 & 23	, r 6 & r 7	L 54-3	241	L. 70-1	363
L 1 1 to 3	331 to 333	L 24	600 r 5	L 54-4	240 (a)	L 71	282
L 1-4	O	L 25 & 26	, r 8 & 9	L 54-5	243	L. 72	277
L 1 (d) to (m)	219 & 272	L 27	600 r 5	L 55	359	L 72 1	278
L 1 (m) 1	219 1	L 28	r 10 & 11	L 55-1	66	L 72-2	280
L 2	671 to 674	L. 29	600 r 12.	L 55-2	360	L 72-3	279
I 3 n. above	812 & 813	L. 30 & 31	, r 13	L. 55-3	253	L 72-4	286
L 6	6	L 32 to 34	r 14 to 16	L 56	258	L 72-5	288
L 4 n & f n	220	I 35	600 r 17 & 606	L 57	346	L. 72-6	289
L 4-1	221	L 36	600 r 18	L 58 & 59	*Cancelled*	L 72 7	284
L 5	223 to 226	L 36 A	,, r 19	L 60	34	L 72-8	285
L. 6.	76	L 37 to 42	, r .0 to 25	L 60-1	127 1	L 72-9	322
L 7 & cx	232 & 233	L 43	602	L 61	348	L 72 10	281
L 7 1	572	L 44	604 t 605	L 61 1	348 1	L. 73	283
L. 7 2	O	L 45	614 & 689 (a)	L 61 2	349	L 73 r & n	306 to 311
L 7-3	234	L. 45 n (1)	689 (b)	L. 61 n	349 n	L. 74	291
L 8	235	L 45 n 2)	(c)	I 62	240 (a)	L 74-1	891
L. 9	231	L. 46	336 t 377	L. 63 & r 1 & 2	350 & 351	L 75 & 76	292 & 293 p.
L 10 & 11	870 & 871	L. 47 n above	671	f n page 161	627-3	L 76-1	290
L. 12 (a)	835	L 47	334	I 64	352 & 353 (a)	L 76-2	293 p
		L 47 Explanation	335	L 64-1	376	L 76-3	295

Reference to		Reference to		Reference to		Reference to	
Old Rule	C S R	Old Rule	C S R	Old Rule	C S R	Old Rule	C S R
L. 76-4	298	L 92	724	L 127-3	231 (b)	L. 142 1	250
L. 76-5 & 6	300 & 301	L. 93	723	L. 127-4	237	L 142-2	258
L. 76-7 & 8	304 & 305	L 94 & 95	725 & 726	L 127-5	228 (a)	L 143 (a)	889 & 910 (b)
L. 76-9 & 10	302 & 303	L 96	725 n	L 127-5 n (1)	O	L 143 ex.	910 (b)
L. 76-11	300 n	L 97 to 107	632 r 1 to 11	L 127-5 n (2)	228 (b)	L. 143 (b)	O
L. 77 & n above	312	L 108 & f n	633 & n	L 127-6	229 (b)	L 143 n	915 (b)
L. 77 1 & 2	314 & 315	L 109	632 r 12	L 127 7 & n	227	L 143-1	903 to 907
L. 77-3 & 4	316	f n page 185	634	L 127 8 & ex	230	L 144 n above	742 n
L 77-5	3	L 110	664	L 128	369	L 144	741 (a)
L. 78 & f n	264 & n	L 111 to 116	644 to 649	L 128 1	369 1	L 145 to 150	742 to 747
L 78 proviso & n (2)	265 & n	L 117	653 p	L 129	373 (a)	I 151	763 & 770
L. 78 n (1)	891 1	L 118 to 123 & r	651 to 659	L 130	370	L 152	771 & 772
L 78-1	268	L 124	649 (b)	L 130 1 & 2	370 1	L 153	764
L. 78 2	271	L 125 & I to VI	917 to 923	L 131	373 (b)	L 154 & 155	765 & 773
L 78-3	313	L 125 VII & VIII	928	L 131 1	376	L 156 to 159	766 & 769
L. 78-4	270	L 125 IX & X	924 & 925	L 132 & r	371	L 160	193
L 79	889 & 910	L 125 I page 190	643	L 133	373 (b)	L 160 1	194
L 79-1	889 1	L 125 II	927	L 134	372	L 160 2 & n	195 (i)
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(1) Should have been D } with reference to Military Rules
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NOTE —[This Index has been compiled solely for the purpose of assisting references No expression used in it should be considered in any way as interpreting the rules]

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